

NOW HIRING

Assistant Director of Engineering Services



The City of Ithaca is now accepting applications for the position of Assistant Director of Engineering Services.

Location: City of Ithaca, NY
Department: Department of Public Works - Engineering
Classification: Competitive
FLSA Status: Exempt
Bargaining Unit: Executive
Salary: \$83,480 - \$100,176

Position Description: This is a supervisory and administrative civil engineering position responsible for planning, managing, coordinating, overseeing and implementing public works capital projects for the City of Ithaca. The Assistant Director of Engineering Services assists the Director of Engineering Services with the overall administration of the Engineering Division, and provides technical direction and guidance to Engineering Division staff. The Assistant Director of Engineering Services may assume the Director of Engineering Services' responsibilities in the absence of the Director. The work is performed under the general supervision of the Director of Engineering Services with considerable leeway permitted for the exercise of independent professional judgment. Direct supervision is exercised over assigned Engineering Division staff. Does related work as required.

To view the complete job description, visit: [Assistant Director of Engineering Services job description](#).

Minimum Qualifications: Possession of a Bachelor's Degree in Civil Engineering and two (2) years of full-time paid civil engineering, civil construction management or public works capital project management experience, or its part-time paid equivalent.

Note: College degrees must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education and/or U.S. Secretary of Education. If an applicant's degree was awarded by an educational institution outside the United States and its territories, the applicant must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found at <https://www.cs.ny.gov/jobseeker/degrees.cfm>. Applicants are responsible for payment of the required evaluation fee.

Appointment Status and Exam Requirement: This will be a provisional appointment pending the results of a civil service examination to be scheduled at a later date. Permanent appointment will be dependent upon the candidate's exam score.

Residency Requirements: There are no residency requirements for this position.

Benefits: Refer to the [Fringe Benefits](#) webpage and [Executive Association Collective Bargaining Agreement](#).

Supplemental Information:

- Computers are available for use by appointment. To schedule an appointment, contact the Department of Human Resources/Civil Service at (607) 274-6539 or by email to hrdept@cityofithaca.org.
- The City of Ithaca values diverse perspectives and life experiences. We encourage people of all backgrounds to apply, including people of color, women, LGBTQ+, veterans, people with disabilities, and those with lived experiences.
- The City of Ithaca is committed to the full inclusion of all qualified individuals. Consistent with the Americans with Disabilities Act (ADA) and the NYS Division of Human Rights (NYS DHR) it is the policy of the City to provide reasonable accommodation when requested without causing an undue hardship. If accommodation is needed, please call (607)-274-6539 or by email to hrdept@cityofithaca.org.

Application Materials Required:

- City of Ithaca application
- Copy of college transcript

Applications will be accepted until May 28, 2025. Submit required application materials to:

Web site: <https://ithaca-portal.mycivilservice.com>

Attn: City of Ithaca

Human Resources Department

All applications must be submitted electronically through our online application program. We do not accept paper applications, faxed applications, e-mailed applications or photocopies of applications.

Ithaca is Gorges! We would love to have you on our team!



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