

# NOW HIRING

## Working Supervisor – Parking, Buildings and Grounds



**The City of Ithaca is now accepting applications for  
the position of Working Supervisor – Parking,  
Building and Grounds – Internal Posting –  
Permanent Employees Only.**

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**Location:** City of Ithaca, NY  
**Department:** Department of Public Works  
**Division:** Parking  
**Classification:** Competitive  
**FLSA Status:** Non-Exempt  
**Bargaining Unit:** DPW  
**Salary:** \$27.27/Hour

**Position Description:** The work involves responsibility for supervising and participating in the maintenance and repair of the Ithaca Commons outdoor pedestrian mall, municipal parking garages and lots, and associated municipal properties and facilities. The incumbent plans and oversees the details of assigned work projects and supervises building and grounds crews, and work site activities. The incumbent also directly participates in project work activities, performing skilled and semi-skilled work in one or more of the building trades. The work is performed under the general supervision of the Ithaca Commons Maintenance Supervisor with leeway allowed for the exercise of independent judgment in carrying out the details of the work. Supervision is exercised over the work of Building and Grounds Maintenance Workers, Laborers and similar staff. Does related work as required.

To view the complete job description, visit: [Working Supervisor job description](#).

**Minimum Qualifications:** Four (4) years of full-time paid experience, or its part-time paid equivalent, in facilities maintenance, building construction, building maintenance and repair, or groundskeeping.

**Special Requirement:** Possession of a valid New York State Class D driver license or a valid driver license equivalent to a New York State Class D driver license at the time of appointment and maintenance of said license for the duration of employment.

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

**Benefits:** Refer to the [Fringe Benefits](#) webpage and [DPW Unit 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](mailto: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](mailto:hrdept@cityofithaca.org).

### **Application Materials Required:**

- City of Ithaca application
- Copy of driver license

Applications will be accepted until October 15, 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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