

Job Title: Maintenance Supervisor (Elevators and Escalators)  
Job ID:  
Location: Various  
Full/Part Time: Full-Time  
Regular/Temporary: Regular

**Job Information:**

First Date of Posting: June 21, 2023  
Last Date of Filing: July 20, 2023  
Authority: New York City Transit (NYCT)  
Department: Subways  
Division/Unit: Infrastructure  
Reports to: Superintendent  
Work Location: Various  
Hours of Work: Various

**\*If you are promoted into this position, you must pass the next Civil Service Exam and be called off the resulting list for this title to obtain permanent civil service status.**

**Compensation:**

**Salary Range:** The current minimum salary for Maintenance Supervisors (Elevators and Escalators) is \$84,955 per annum. This rate is subject to change. There are two assignment levels within this class of positions. Promotions will be made to Assignment Level I. After promotion, employees may be assigned to the higher assignment level at the discretion of MTA New York City Transit.

**Responsibilities:**

**Maintenance Supervisors (Elevators and Escalators),** supervise assigned maintainers and apprentices doing maintenance, installation, inspection, testing, alteration and repair of generators, motors, electrical control cars, treads, chains, cables and door control equipment used in elevators and escalators; supervise related structural work when necessary; compile and analyze records; conduct investigations and prepare reports; keep records; may perform inspection work on new equipment and material at manufacturing plants; and perform related work.

Some of the physical activities performed and environmental conditions experienced by Maintenance Supervisors (Elevators and Escalators) are: climbing into and out of elevator shafts; squatting for long periods of time; walking along trackways where footing may be hazardous and agility and good balance are essential; working around moving machinery and high voltage electrical equipment in elevator and escalator control rooms; and performing work at considerable heights.

**Eligibility Requirements:**

1. Is permanently (not provisionally) employed the eligible title of Elevator and Escalator Maintainer; and
2. Is not otherwise ineligible.

**Requirements to be Promoted:**

**Elevator Mechanic License:** As of January 1, 2022, all New York City Transit Elevator and Escalator Maintainers and Maintenance Supervisors must possess a New York State Department of Labor Elevator Mechanic License. At the time of promotion, you must have a New York State Department of Labor Elevator Mechanic License. The license must be maintained for the duration of your employment in the title.

**Qualified Elevator Inspector:** Candidates must be eligible to be a Qualified Elevator Inspector at the time of promotion. To be eligible, you must meet one of the following experience requirements:

1. Four years' verifiable documented education and experience in the mechanical and/or electrical aspects in the elevator industry and is a person deemed to meet the A17.1 Code definition of "elevator personnel" and has at least one year's verifiable documented experience performing inspections and performing or witnessing tests as specified in A17.1 Sections 8.10 or 8.11 and A18.1. This year maybe concurrent with the 4 years' experience. OR:
2. Two years of verifiable documented college courses in an elevator industry-related engineering field (Documentation of education is required.) AND at least one year's verifiable documented experience performing inspections and performing or witnessing tests as specified in A17.1 Sections 8.10 or 8.11 and A18.1. OR:
3. Meet the definition of "elevator personnel"\*\*\* and have documented training AND at least one year's verifiable documented experience performing inspections and performing or witnessing tests as specified in A17.1 and A18.1 as one of the following:
  - a. an Elevator Inspector performing inspections for an enforcing authority, or
  - b. an Elevator Inspector trainee working under the direct supervision of an Elevator Inspector performing inspections for an enforcing authority, or
  - c. an Elevator Inspector performing inspections and licensed by or under the jurisdiction of an enforcing authority,
  - d. or an Elevator Inspector trainee licensed by or working under the direct supervision of a licensed Elevator Inspector performing inspections and working under the jurisdiction of an enforcing authority.

\*NAESA's Executive Director may require a notarized affidavit, signed by the applicant, attesting to their experience or education history if it's determined that all education/experience has been in situations where documentation was not required or where documentation cannot be produced.

\*\*A person deemed to meet the A17.1 Code definition of "elevator personnel" described as: "Persons who have been trained in the construction, maintenance, repair, inspection, or testing of equipment."

\*\*\*The term, "elevator industry-related engineering field", means that the academic contents of formal technical courses, or equivalent technical education, taken to achieve academic competency forms the requisite technical knowledge to design, analyze, or test, mechanical, structural, electrical, electro-mechanical, or computer engineering components, or systems relating to the vertical transportation field.

**Probationary Period:** At the time of promotion, you must have completed your probationary period in the eligible title as indicated in the above "Eligibility Requirements" section, and you must be permanently employed in that title or your name must appear on a Preferred List for the title at the time of promotion. Additionally, you must have served permanently in the eligible title for at least one year. Time served prior to a break in service of more than one year will not be credited.

**Drug Screening Requirement:** You must pass a drug screening in order to be promoted.

### How to Apply:

If you meet the Eligibility Requirements above, please complete the following online form at <https://forms.office.com/g/zkkSFtXSw0>.

### Selection Method / Admission Letter:

Candidates may be asked to participate in one or more of the following: an education and experience test, a written assessment, a practical skills assessment and/or a structured interview.

Candidates are subject to various evaluations such as safety record, Disciplinary Action Notification reports, and 5-year sick leave balance.

## JOB ID

Applicants must keep their contact information (email, mailing, phone) up to date. The contact information you entered in your online profile with the MTA will be used to contact you. You can update your address and other contact information by logging into your MTA profile or by sending an email to [examsunit@nyct.com](mailto:examsunit@nyct.com).

### **Equal Employment Opportunity:**

MTA is an Equal Opportunity Employer, including veteran status and individuals with disabilities. The MTA encourages qualified applicants from diverse backgrounds and experiences, including military service members, to apply.

*All interested individuals should complete the online form by clicking the link below:*

<https://forms.office.com/g/zkkSFtXSw0>