

## **Maintenance Supervisor (Electronic Equipment)**

Exam #: 5001

Location: Various

Full/Part Time: Full-Time

Regular/Temporary: Regular

### **Job Information:**

First Date of Posting: July 9, 2025

Last Date of Filing: July 23, 2025

Authority: New York City Transit (NYCT)

Department: Subways

Division/Unit: Electronic Maintenance Division

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 Supervisor (Electronic Equipment) is \$94,928 per annum increasing to \$111,680 per annum in the sixth year of service. These rates are 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 (Electronic Equipment)**, under general supervision, perform supervisory work of varying degrees of difficulty and responsibility involving the maintenance, installation, inspection, testing, alteration, and repair of MTA New York City Transit's electronic communications and control systems in the shop and in the field. At Assignment Level I, Maintenance Supervisors (Electronic Equipment) supervise staff engaged in the maintenance, installation, inspection, testing, alteration and repair of radio systems, including police and other portable radios, train or surface radios, mobile unit radios, and local dispatch units used in train towers, security systems, video equipment and closed-circuit television systems, and public address equipment, and other electronic communication equipment. In addition, incumbents inspect electronic systems; use computer equipment to keep records, prepare reports, and technical manuals; drive motor vehicles; may perform inspection work on new equipment and material at manufacturing plants; and perform related work.

Some of the physical activities performed by Maintenance Supervisors (Electronic Equipment) and environmental conditions experienced are: working outdoors in all weather conditions; walking along subway tracks and stepping over rails (including live third rails); climbing and walking on elevated structures; reaching into dark spaces and making tactile and visual inspections of equipment; distinguishing colors; reading gauges and prints; and hearing warnings (bell, whistle and vocal).

### **Eligibility Requirements:**

1. Is permanently (not provisionally) employed in the eligible title of Electronic Equipment Maintainer; and
2. Is not otherwise ineligible.

### **How to Apply:**

For active MTA employees, apply using the MTA Business Service Center (BSC) employee portal at [www.mymta.info](http://www.mymta.info), and navigate to "My Job Search," by the last day of the application period. Non-active MTA employees must email us by the last day of the application period at [examsunit@nyct.com](mailto:examsunit@nyct.com) for application instructions.

Note: The application system may not function properly with mobile devices or tablets. For best results when applying, please use the latest version of Microsoft Edge, open a new window, and avoid having multiple tabs open in the same window

### **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.

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).

### **Requirements to be Promoted:**

**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.

**Driver License Requirement:** At the time of promotion, you must have a Motor Vehicle Driver License valid in the State of New York with no disqualifying restrictions that would preclude the performance of the duties of this title. If you have serious moving violations, a license suspension or an accident record you may be disqualified. This license must be maintained for the duration of your employment in the title.

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

### **Additional Information:**

**Probationary Period:** You will be required to complete a probationary period. If you do not successfully complete the probationary period, you may be terminated or returned to your previously held permanent title.

**Training:** You may be required to undergo a formalized training course during your probationary period. Failure to successfully complete the training course may result in termination or a return to your previously held permanent title.

### **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.

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