Job Title: Maintenance Supervisor (Structures - Group H)
Job ID: 7020
Location: Various
Full/Part Time: Full-Time
Regular/Temporary: Regular

Job Information:

Last Date of Filing: November 25, 2026
Authority: New York City Transit (NYCT)
Department: Subway
Division/Unit: MOW/Facilities
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 (Structures - Group H) is $85,868 per annum for a 40-hour work week, increasing to $107,335 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 (Structures - Group H), supervise employees performing the maintenance, alteration, installation, inspection, testing and repair of heating and air-conditioning equipment; supervise other related structural work when necessary; operate a motor vehicle; keep records; prepare reports; perform inspection work on new equipment and materials at manufacturing plants; and perform related work.

Some of the physical activities performed and environmental conditions experienced by Maintenance Supervisors (Structures - Group H) are loading and driving light utility trucks; lifting overhead and carrying heavy tools and equipment; climbing and descending ladders at various heights; crouching to reach equipment being repaired; making visual inspections of equipment; distinguishing colored wiring; and reading blueprints and schematics.

Special Working Conditions: Maintenance Supervisors (Structures - Group H) may be required to work various shifts, including nights, Saturdays, Sundays and holidays.

(This brief description does not include all of the duties of this position.)

Eligibility Requirements:

1. Is permanently (not provisionally) employed in the eligible title of Heating and Air Conditioning 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, 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 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.

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.