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| New Postings~January 19, 2017 | |  |  |  |
| **Agency** | **Position** | **Position Requirements** | **Projected Salary** | **Expiration Date** |
| **Arts, Council on the** | **Arts Team Associate Location: NYC** | **Minimum Qualifications:**   • Four (4) year college degree in appropriate field and one year of progressively responsible work experience in a related field • Clear and effective writing skills, including email communications and speaking skills • Facility with basic computer programs such as Microsoft Word, Outlook, PowerPoint and Excel. A facility with data and database programs is helpful • Superior organizational skills and exceptional customer skills • Candidates with a background and/or experience in non-profit arts and cultural organizations are highly desired • A sense of humor, a willingness to work hard, flexibility and the ability to work in a close collegial environment is essential | $53,339 to $67,827 | 2/2/2017 |
| **Corrections and Community Supervision, Department of (DOCCS)** | **Cook Location: Otisville Correctional Facility (Orange County)** | **Minimum Qualifications:** Three years of experience in large food service operation, offering a full range menu serving at least 300 meals daily, including one year experience in the supervision of subordinate employees or working inmates or patients. Completed academic work in a degree program for food management, or hotel management with a concentration in food preparation, may be substituted on a year for year basis, up to a maximum of two years, for the non-supervisory experience. | **$37,998** | **2/7/2017** |
| **Corrections and Community Supervision, Department of (DOCCS)** | **Plant Utilities Assistant Location: Wende Correctional Facility (Erie County)** | **Minimum Qualifications:** One year of satisfactory hands-on experience in the operation and maintenance of boilers and/or auxiliary equipment or HVAC equipment in commercial, industrial or institutional facilities. (Experience limited to residential applications is NOT considered qualifying); Or a high school diploma or GED and successful completion of four trades courses in any combination of the following trades: electrical, refrigeration, boiler operation and maintenance, plumbing, and HVAC. Each trades course must include a minimum of 30 to 45 classroom/lab hours in order to be considered qualifying; Or successful completion of 12 college semester credit hours in any combination of the following course areas: heating ventilation and air conditioning, electrical circuits, fluid mechanics, technical communications, thermal dynamics, utility refrigeration mechanics, blueprint reading and sketching, physics, boiler and steam systems, industrial electricity, electric utility systems, plant operation and maintenance, industrial instrumentation and control, industrial safety, and environmental air quality; Or completion of an approved certificate program\*\* in HVAC or related area that is a minimum of one year in duration; Or completion of an approved certificate program\*\* in HVAC or related area which is less than one year in duration and post certificate experience, which combined equals one year. **The following military experience is considered examples of qualifying experience: U.S. Air Force:** Graduate of heating, HVAC, ventilation, air conditioning, and refrigeration apprenticeship program. **U.S. Coast Guard:** Must have been an enlisted machinery technician (MK) with the U.S. Coast Guard OR possession of a certificate as a Marine Engineer issued by the United States Coast Guard. **U.S. Army:** Must have been an enlisted power generation equipment repairer with the U.S. Army. **U.S. Navy:** Must have been an enlisted gas turbine systems technician, submarine nuclear propulsion plant operator reactor control, utilities man, machinist mate, or engineman with the U.S. Navy. **U.S. Merchant Marine:** Must have a merchant mariner's document (MMD) and be a qualified member of the engine department (QMED) as an oiler, fireman/watertender, refrigerating engineer or engineman. \*\*Certification program must be accredited by the Accrediting Commission of Career Schools and Colleges of Technology or recognized by the NYSED Bureau of Proprietary Schools. | **$33,972** | **2/7/2017** |
| **Corrections and Community Supervision, Department of (DOCCS)** | **Licensed Master Social Worker 2 (Sex Offender) Location: Elmira Correctional Facility (Chemung County)** | **Minimum Qualifications:** Licensed and currently registered by New York State as a Licensed Master Social Worker (LMSW) AND have one year of post NYS licensure professional social work experience;\*\* Or licensed and currently registered by New York State as a Licensed Clinical Social Worker (LCSW). **Registration and licensure as a Licensed Mental Health Counselor is not considered qualifying for these examinations.** \*\*Professional social work experience involves activities such as screening, assessing and diagnosing individuals' and families' psychosocial needs, strengths and limitations; participating in the development of treatment plans and discharge plans; counseling and educating individuals, groups and families to promote mental, emotional, physical and social functioning; helping access needed services; providing client/patient advocacy and crisis intervention; and developing, coordinating and evaluating services and support systems. Experience limited to social work research or social work administration is NOT considered qualifying. | **$59,108** | **2/7/2017** |
| **Corrections and Community Supervision, Department of (DOCCS)** | **Maintenance Assistant Mechanic Location: Washington Correctional Facility (Washington County)** | **Minimum Qualifications:** Two years of experience in mechanical work under the supervision of a skilled tradesman or completion of an appropriate two year technical school course. | **$33,972** | **2/7/2017** |
| **Health, Department of** | **Administrator, New York State Veterans Home Item: #41250   Location: Batavia, (Genesee County)** | **Minimum Qualifications:**  Current New York State licensure as a nursing home administrator and two years of post-licensure experience as an administrator of a nursing home or health related facility of at least 100 beds and five additional years of experience as an administrator of a nursing home licensed by the New York State Department of Health.  **Preferred Qualifications**: Strong leadership skills, exceptional communicational skills and five years of administrative experience with at least two years as the administrator of record in a facility of comparable size and in good standing with the NYS Board of Nursing Home Examiners. | $112,662 | **2/2/2017** |
| **Mental Health Office of** | **Plumber/ Steamfitter  Location: Mohawk Valley Psychiatric Center** | **Minimum Qualifications:** Successful completion of a NYS two-year Plumber & Steamfitter Traineeship or NYS two-year plumbing training program; OR successful completion of any equivalent plumbing two-year training or apprenticeship program;\* OR four (4) years of full-time experience in plumbing under a skilled journey-level plumber which would provide training equivalent to that given in an apprenticeship program. Apprenticeship training in plumbing or training gained by completion of technical courses in plumbing at a school, institute, or branch of the Armed Services may be substituted on a year-for-year basis. \* Successful completion of the traineeship and the training program includes a total of 288 hours of trade-specific class room instruction, 45 hours of technical math course work, 45 hours of technical communications course work, and 15 hours of blueprint/schematic reading course work. Course work must be completed with an average of Cor better. Additionally, successful completion of the traineeship also includes 4,000 hours of on-the-job training. **Job Requirements**  Working knowledge of: • The principles, methods, materials, tools and equipment used in the plumbing and steam fitting trade. • Applicable plumbing code regulations. • The mathematics of the plumbing trade. • Hot water and steam heating systems and control devices. • The rules and regulations of the facility governing the activity of State wards under the supervision of a Plumber and Steamfitter. • The practices and techniques of welding, brazing and soldering not requiring complex planning or use of special procedures. Ability to:  • Plan out and complete plumbing and steam fitting work. • Read, interpret and work from plans, drawings and specifications. • Understand and carry out oral and written instructions. • Use the tools, machines, equipment and materials of the plumbing and steam fitting trade. • Stand for prolonged periods of time and do moderately heavy lifting As assigned: • Estimate labor, material requirements and costs of plumbing work. • Supervise and train others. | **$40,172** | **2/2/2017** |
| **Mental Health Office of** | **Cleaner  Location: Mid-Hudson Forensic Psychiatric Center** | **Minimum Qualifications:** There are no education or experience requirements. Applicants must have a working knowledge of the properties of various cleaning substances; ability to stand, stoop, bend and stretch for long periods of time; ability to use various cleaning equipment and products; ability to climb ladders and scaffolds; ability to perform medium to heavy manual labor; and ability to understand and follow verbal and simple written instructions.  **Duties:** Under supervision, a cleaner performs a variety of routine tasks in cleaning and caring for an assigned area in various buildings and adjacent grounds and sidewalks. These duties include, but are not limited to:  • Working knowledge of the properties of various cleaning substances; • Ability to understand and follow verbal and simple written instructions; • Ability to stand, stoop, bend and stretch for long periods of time; • Ability to perform medium to heavy manual labor; • Ability to use various cleaning equipment and products; and • Ability to climb ladders and scaffolds. **Preferred Qualifications:** Preference will be given to those candidates with documented satisfactory training and experience in the nature of work, and as follows:  • Good work performance and time and attendance • Good interpersonal and organizational skills • Independent employee who will take initiative and follow-up when appropriate | **$27,335** | **2/2/2017** |
| **Mental Health Office of** | **Cleaner, (2 vacancies)  Location: Elmira Psychiatric Center** | **Minimum Qualifications:** There are no education or experience requirements. Applicants must have a working knowledge of the properties of various cleaning substances; ability to stand, stoop, bend and stretch for long periods of time; ability to use various cleaning equipment and products; ability to climb ladders and scaffolds; ability to perform medium to heavy manual labor; and ability to understand and follow verbal and simple written instructions.  **Duties:** Performs a variety of routine manual work under supervision including, but not limited to, the following in the cleaning and care of an assigned area. • Picks up and removes hazardous articles which may be on floors, furniture, and equipment and places them in designated receptacles or in appropriate places. Moves furniture and equipment in connection with cleaning and care functions.  • Using mops, brushes, detergents, buffers, floor scrubbers, and other cleaning implements washes floors, corridors, stairs and stairwells, walls, partitions, windows from the inside of buildings, etc. Changes curtains and drapes and hang pictures and other decorative objects. Using hand-dusting equipment, dusts assigned areas.  • Using manual and/or mechanical equipment, strips and vacuums and waxes floors and shampoos carpets.  • Using hand-operated equipment and detergents, scrubs and cleans all areas of lavatories, such as sinks, urinals, toilets, etc.  • Using appropriate equipment such as ladders and scaffolds, washes light fixtures, replaces light bulbs, dusts and/or washes light fixtures and high places such as ceilings.  • Using designated equipment, polishes wood and metal fixtures and equipment.  • Using manual and/or mechanical equipment occasionally removes snow; cleans sidewalks, yards, and drives.  • May set up equipment in assigned areas, such as athletic fields, gymnasiums, and conference and meeting rooms.  • Moves furniture; cleans and polishes furniture. | **$27,335** | **2/2/2017** |