

Title**Job Description**

Map and Coordinate Supervisor

The Town of Islip is seeking a Map and Coordinate Supervisor. An employee in this class is responsible for the supervision and training of personnel in the proper practices of modern mapping techniques, compilation and computation for the maintenance and extension of control mapping. The incumbent will be responsible for County or municipal mapping programs such as the property map, road record map and sewer map. Assignments are received with general instructions, but incumbents are expected to use independent initiative and judgment in completing them. The position requires professional work of an important and difficult nature. Supervision is exercised over technical assistants, and work is reviewed through periodic conferences and upon completion for desired results.

MINIMUM QUALIFICATIONS

(a) Graduation from a New York State or Regionally accredited college or university with a Bachelor's Degree in Civil Engineering or a related field, and eight (8) years of survey experience, with six (6) years in a supervisory capacity, some of which must have involved property line surveys, deed descriptions and construction surveying; or, (b) Graduation from a standard senior high school or possession of a high school equivalency diploma, and twelve (12) years of survey experience with six (6) years in a supervisory capacity, some of which must have involved property line surveys, deed descriptions and construction surveying; or, (c) An equivalent combination of education and experience as defined by the limits of (a) and (b).

NECESSARY SPECIAL REQUIREMENTS

Candidates must possess a New York State surveyor's license at the time of appointment and must be maintained throughout employment in this position.

NOTE

This position is a Civil Service open competitive title. Candidate will be required to take the Civil Service exam, pass the exam and be reachable on the list when it is established.

Interested candidate must forward a cover letter, resume and salary requirements to:
Fax (631)224-5771 or Email Personnel@townofislip-ny.gov

Call the Town of Islip's Office of Personnel at (631)224-5520 for more information.
The Town of Islip does not discriminate in employment practices because of race, creed, color, national origin, sex, disability, marital status or arrest record.