

**City of New York  
BUSINESS INTEGRITY COMMISSION  
Job Vacancy Notice**

<b>Civil Service Title:</b> MARKET AGENT, LEVEL II	<b>Level:</b> 02	
<b>Title Code No:</b> 33972	<b>Salary:</b> \$43,068 - \$69,211	
<b>Office Title:</b> MARKET AGENT, LEVEL II	<b>Work location:</b> 100 Church St., New York, NY	
<b>Division/Work Unit:</b> Market Enforcement Unit	<b>Number of Positions:</b> 1	
<b>Job Description:</b>		
<p>New York City Business Integrity Commission, a combined law enforcement and regulatory agency with jurisdiction over the trade waste industry, the public wholesale markets and the shipboard gambling industry, seeks a Market Agent, Level II to:</p> <ul style="list-style-type: none"> <li>• Supervise the Markets Enforcement Unit in the patrol of the public wholesale markets and monitoring of the trade waste sector and report to the Deputy Director and Director on the overall performance of the unit.</li> <li>• Supervise the Markets Enforcement Unit in the enforcement of the agency’s rules and regulations governing wholesalers and businesses operating in the designated Public Wholesale Markets and Hunts Point Adjacent Area</li> <li>• Supervise the Markets Enforcement Unit in the enforcement of the agency’s rules and regulations governing the trade waste licensees and registrants including the issuance of violations and appearances before administrative hearing tribunals.</li> <li>• Supervise and ensure the accurate reporting by the agents in memo books and other reporting systems. Troubleshoot and report to the Deputy Director reporting performance.</li> <li>• Ensure and identify opportunities to improve the summons process including: identification, issuance, writing of violations, coordination with legal staff, and presentation and appearance of agents before administrative hearings.</li> <li>• Carry out special enforcement projects under the supervision of the Deputy Director</li> <li>• Prepare and submit in a timely fashion detailed reports, activity logs, and other unit-tracking and performance reports</li> <li>• Work various day and night shifts.</li> </ul>		
<b>Qualification Requirements:</b>		
<ol style="list-style-type: none"> <li>1. A four-year high school diploma or its educational equivalent approved by a State’s education department or a recognized accrediting organization and two years of satisfactory full-time experience performing code enforcement inspection, investigation or law enforcement functions; or</li> <li>2. A satisfactory combination of education and/or experience which is equivalent to “1” above. College education may be substituted for the required experience on the basis of 60 semester credits, including or supplemented by 12 semester credits in police science and/or criminal justice, for one year of the requirement experience. However, all candidates must have a four-year high school diploma or its educational equivalent and at least one year of experience as described in “1” above.</li> <li>3. <b>This class of positions is designated for Special Patrolman status by the NYC Police Department, as governed by NYC Administrative Code Section 14-106 and Chapter 13 of Title 38 of the Rules of the City of New York. Therefore, candidates must be found qualified to serve as Special Patrolman. This designation must be maintained for the duration of employment. The qualifications for Special Patrolman include being at least 21 years of age, a U.S. citizen, and a resident of the City of New York at time of designation.</b></li> </ol>		
<b>To Apply:</b>		
<p>TO APPLY, PLEASE SUBMIT COVER LETTER AND RESUME TO:</p> <p style="text-align: center;">Human Resources Department New York City Business Integrity Commission 100 Church Street, 20th Floor New York, NY 10007 <a href="mailto:hresources@bic.nyc.gov">hresources@bic.nyc.gov</a> Fax: 212-676-2846</p>		
The City of New York and the Business Integrity Commission is an Equal Employment Opportunity employer.		
<b>Post Date:</b> 1/4/13	<b>Post Until:</b> 1/14/13	<b>JVN:</b> 831-13-072

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