



Homes and Community Renewal

Job Opportunities at New York State Homes and Community Renewal

Build a career while building a better community. Rewarding careers in Public Service start here!

ASSOCIATE ARCHITECT

New York State Homes and Community Renewal (HCR) fosters the creation and preservation of high quality affordable housing, while working strategically to revitalize neighborhoods and communities throughout the Empire State. Under the leadership of Governor Andrew M. Cuomo and Commissioner RuthAnne Visnauskas, **HCR** is a vibrant, innovative agency that integrates and leverages New York State's housing resources. We have offices in New York City, Albany, Buffalo and Syracuse, and employ a diverse workforce of professionals who are hard-working and committed to serving low and moderate income families. Our mission is far reaching, encompassing single and multifamily housing finance, home improvement, rent regulation, housing subsidies, and community development. We partner regularly with a variety of public and private stakeholders.

Achieving this mission requires a wide range of skills and backgrounds in public policy, administration, real estate, architecture, finance, law and many other areas of expertise. We seek to provide a workplace environment that is productive, flexible, accountable, ethical and caring. Our employees are empowered to make a difference where they live and work. We offer competitive pay and a comprehensive benefits package, including paid leave, health, dental, vision, retirement and family-friendly policies.

The Office of Finance & Development manages **HCR's** multifamily and single-family housing programs and bond offerings. HCR has been the most active housing bond issuer in the country in 4 of the last five years, issuing approximately \$13 billion in tax exempt and taxable housing bonds to fund initiatives ranging in scope from mixed income rental developments to single family mortgages. Finance & Development actively engages with a range of partners including for-profit, and not for profit borrowers, municipalities, lenders, investors and other funding entities to leverage Low Income Housing Tax Credits, tax exempt bonds, single family lending programs, and a multitude of State funded programs. Our resources have helped finance over 42,000 affordable apartments and affordable homes since 2011. Finance & Development has primary responsibility for implementing many of the initiatives under the Governor's new House NY 2020 plan, an unprecedented \$20 billion investment over the next five years.

JOB SUMMARY

- The incumbent will be responsible for architectural review and construction monitoring of the Capital Programs portfolio.
- Directs interaction with private sector architects to assure compliance with agency goals, objectives, and requirements for housing developments.
- Reviews and approves plans and specifications for the design and construction of housing projects; serves as project advisor on site selection, construction methods, materials, development costs; assures compliance with approved plans and specifications through field



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inspections; assists with development and implementation of State and Federal programs; reviews project applications; makes recommendations for funding; coordinates design work.

- Conducts reviews of complex projects, oversees and directs consultants under contract with DHCR; assigns projects to consultants, evaluates performance to assure compliance.
- Supervises subordinate staff; assigns projects, manages workload; oversees quality and quantity of work; aids in resolving issues/problems on projects, maintains overall responsibility for outcome of projects; oversees time and attendance, evaluations, training.
- Performs reviews with subordinate staff of their projects from pre-development to pre-construction to construction to post-construction, including monitoring for compliance and good construction practices, reviewing change orders, closeout documents and construction payments and closeouts documents.
- Assists in development of new initiatives such as Green Buildings; aids in development of program management, creation of funding parameters, analysis of proposed criteria and evaluation of existing issues; makes recommendations; performs additional duties as assigned by the Director.

QUALIFICATIONS

- Registered Architect licensed to practice in New York State and demonstrate knowledge and experience in building design and construction projects.

This job description is not intended to be all inclusive, and employee will also perform reasonable related business duties as assigned.

What we offer:

- Exciting opportunity to be part of New York's resurgence to greatness;
- Extensive benefits package including paid leave, excellent health, dental, vision and retirement benefits;
- Promotional opportunity for dedicated professionals.

TO APPLY, please send resume and cover letter to: jobopportunities@nyshcr.org

All internal SHA employees (only) are directed to apply via Nyshcr.sm.internalcandidates@nyshcr.org

Please include the name of the position that you are applying for in the subject line.

New York State is an Equal Opportunity Employer (EOE)