Job Description

Job Title: Collecting Agent
Job ID: 89783
Location: Queens
Full/Part Time: Full-Time
Regular/Temporary: Regular

*The NYC Transit, Division of Revenue Control, has multiple openings for provisional Collecting Agents.*

Compensation
Salary Range: $22.1226 - $31.6125 per hour for a 40 hour work week
The hourly rate increases to $31.6125 per hour after 6 years of service (This rate is subject to change)
Incumbents receive night and weekend differentials.

Responsibilities
Collecting Agents, under supervision, will collect, transport and deliver revenue and fare media from various NYC Transit and other MTA agency facilities and locations including subway, elevated and surface lines to the central revenue locations, to banks or depositories; stock MetroCard Vending Machines (MVM) and provide security for MVM technicians; complete forms; keep records; make reports; serve as armed revenue guards; drive armored trucks; and perform related work.

*Note: These are full-time, temporary, positions that may lead to permanent status. Incumbents will be required to take and pass a Civil Service Examination and be appointed from the resulting eligible list in order to obtain permanent status.*

Special Working conditions
Collecting Agents may be required to work various shifts, including nights, weekends and holidays. Some environmental conditions experienced are: Lifting and carrying revenue bags and cash boxes; working as a crew member on armored trucks; walking at a fast pace; standing for long periods; frequently stepping up to and down from two-foot heights; and working outdoors in all kinds of weather.

**Education and Experience**

1. Three (3) years of full-time experience as an armed, armored car guard, armed security guard, armed peace officer, armed military police officer or comparable armed work experience in a related field; or three (3) years as of full-time experience in New York City Transit as a Station Agent or Transalt Property Protection Agent; or

2. Two (2) years of full-time experience described in "1" above, PLUS at least two (2) years of full-time experience as an unarmed armored car guard or security guard, peace officer, military police officer or in a position performing comparable work.

**Handgun License Requirement**

All applicants must be eligible to qualify for, and possess, a Carry Guard license for a NYCT Revenue Agent in order to be appointed. At the time of submission of application for a Carry Guard license for a NYCT Revenue Agent, you must possess a valid Carry Business, Limited Carry Business, Special Carry Business, Carry Guard or Special Carry Guard Handgun License issued by the New York City Police Department, or issued by a jurisdiction in New York State, valid for carry in New York City, which must remain valid up until your appointment date. At the time of appointment, you must possess a Carry Guard license for a NYCT Revenue Agent. This license must be maintained for the duration of employment. Failure to maintain this license while employed in the title of Collecting Agent may result in dismissal.

**Driver License Requirement**

At the time of appointment, you must possess a Class B Commercial Driver License (CDL) with an airbrake endorsement or a CDL learner's permit with no airbrake restrictions, valid in the State of New York. If you possess a learner's permit you will be appointed subject to the receipt of a New York State Class B Commercial Driver License with an airbrake endorsement within one (1) year of appointment. This license must be maintained for the duration of employment. Failure to maintain this license while employed in the title of Collecting Agent may result in dismissal.

**Medical Requirement**

Candidates are subject to a medical examination to determine whether they can perform the essential duties of the position.

**Drug Screening Requirement**

Candidates must pass a drug screening test in order to be appointed.

**Selection Method**

Based on evaluation of education, skills, experience and interview.

All selected candidates will be subject to a full background investigation that includes employment and education. Discrepancies may lead to dismissal.

**Other Information**
NYC Transit offers competitive compensation and a robust benefit package that includes:

- Pension Plans
- Medical, dental, vision and prescription coverage
- Flexible Spending Accounts
- Paid vacation, holiday and leave programs
- New York’s 529 College Saving Plan
- Municipal Credit Union

How To Apply

Qualified applicants can submit an online application by clicking on the ‘APPLY NOW’ button from either the CAREERS page or from the JOB DESCRIPTION page.

If you have previously applied online for other positions, enter your User Name and Password. If it is your first registration, click on the CLICK HERE TO REGISTER hyperlink and enter a User Name and Password; then click on the REGISTER button.

Equal Employment Opportunity

MTA New York City Transit is an Equal Opportunity Employer