

SUFFOLK COUNTY DEPARTMENT OF



CIVIL SERVICE

Steven Bellone
Suffolk County Executive

ANNOUNCES:

EXAMINATION ANNOUNCEMENT SUMMARY JANUARY 23, 2019

PUBLIC NOTICE

This is a summary of forthcoming examinations. Applicants are advised to see the official examination announcement for complete details. For the most current examination announcement information, please go to our website at: <http://www.suffolkcountyny.gov/civilservice> and select "Current List of Exams."

If it becomes necessary to amend any announcement or current Press Release, all changes will be posted on the department's web page.

WANT TO GET ON OUR MAILING LIST?

Anyone interested in receiving this Announcement Summary by email may go to:

<http://eupdates.suffolkcountyny.gov/lists/?p=subscribe&id=1> and subscribe to the e-updates for the civil service examination summary. When a new summary is released, you will receive an e-mail notification.

DEPARTMENT LOCATION

The Suffolk County Department of Civil Service maintains its principal office at 725 Veterans Memorial Highway, William J. Lindsay Complex, Building #158, Hauppauge, NY.

Mailing Address: P.O. Box 6100, Hauppauge, NY 11788-0099

Telephone: 631-853-5500 Fax: 631-853-6370

INTERNET

Candidates for all examinations may file on the internet. (Examination Announcement Summary), examination announcements, expanded subtest descriptions (when available), and job specifications can also be obtained. For more information visit our home page at:

<http://www.suffolkcountyny.gov/civilservice>.

APPLICATION PROCESSING FEE

A separate application is required for each examination (identified by examination number) for which you are applying. Each application must be accompanied by a **NON-REFUNDABLE NON-TRANSFERABLE** application processing fee. **SEE THE EXAMINATION ANNOUNCEMENT FOR THE FEE AMOUNT (The fee will NOT BE REFUNDED if your application is DISAPPROVED)**. Do not send cash. Make your check or money order payable to the Suffolk County Department of Civil Service. Please indicate the examination title and your social security number on the face of your check or money order. Certain applicants may be eligible for a fee waiver. See examination announcement for details. This application is part of your examination. Answer all questions fully and carefully in ink. Attach additional sheets if necessary to give detailed information. You may also apply on our Internet site.

APPLICATION FEE WAIVER

The application processing fee may be waived for Suffolk County residents who are veterans, auxiliary police, members in good standing of a local fire district or ambulance company, and volunteer CERT members. The fee may also be waived if you are unemployed and primarily responsible for the support of a household and for recipients of Medicaid, SSI, Public Assistance or those in a training program under the Job Training Partnership Act/Workforce Investment Act administered by a state or local social service agency. All claims for application fee waiver are subject to verification. If you can verify eligibility for application fee waiver, complete a "Request for Application Fee Waiver and Certification" form and submit it with your application. The waiver application is available on request from the Civil Service Department or on our website under "Online Forms."

CANDIDATE SCHEDULING INFORMATION

Candidates can view their room assignment and exam site on our home page at www.suffolkcountyny.gov/civilservice under "Candidate Exam Room Assignment Search" seven days prior to the examination date.

OPEN FILING SYSTEM

The Suffolk County Department of Civil Service accepts applications for most titles before a test is announced.

APPLICATIONS FOR EXAMINATIONS THAT INVOLVE TRAINING AND EXPERIENCE EVALUATIONS A candidate who filed for a training and experience examination more than six months prior to the last filing date is advised to amend his or her application to include current information. Candidates are also advised to request from the Department of Civil Service a copy of the official examination announcement which fully describes all the information that must be included in your application. (When critical information is vague or missing, candidates may receive no credit for that part.)

SUBSTITUTE SCHOOL CROSSING GUARDS

The Suffolk County Police Department is seeking candidates for the position of substitute School Crossing Guard. Substitute School Crossing Guards work on an on-call basis. The hourly rate of pay as of 07/01/16 is \$13.27. There is a guarantee of 3.0 hours for every assignment. No other benefits are available. Typical work activities include regulating the directional flow of school children, pedestrian and vehicular traffic at an assigned intersection or school crosswalk; reporting traffic incidents to police authorities for appropriate action ; noting unusual or suspicious occurrences or actions of individuals and alerting police in cases of observed or suspected violations of law and ordinances. Candidates must be able to read and write English. At the time of appointment, and during employment, employees must possess a valid license to operate a motor vehicle in New York State. Prior to appointment, there will be qualifying psychological and medical evaluations as well as an in-depth background investigation. Interested candidates may apply for a position at the police precinct in which they reside.

LAST FILING DATE: JANUARY 30, 2019

<u>SPECIFICATION#</u>	<u>TITLE</u>	<u>TRAINING & EXPERIENCE</u>	<u>ANNUAL SALARY</u>
0766	OFFICE SYSTEMS ANALYST I OC		\$44,083 Grade 19
0766	OFFICE SYSTEMS ANALYST I PR		\$44,083 Grade 19

LAST FILING DATE: FEBRUARY 20, 2019

<u>SPECIFICATION#</u>	<u>TITLE</u>	<u>TRAINING & EXPERIENCE</u>	<u>ANNUAL SALARY</u>
2305	OCCUPATIONAL THERAPIST OC		Usual Annual Salary \$40,498-\$77,644**

LAST FILING DATE: JANUARY 23, 2019

<u>SPECIFICATION#</u>	<u>TITLE</u>	<u>WRITTEN TEST DATE: MARCH 2, 2019</u>	<u>ANNUAL SALARY</u>
5074	AIRPORT SECURITY DIRECTOR OC		Annual Salary \$90,000
7650	ASSISTANT DIRECTOR OF OPERATIONS AND MAINTENANCE (SEWER DISTRICT) OC		\$65,824 Grade 29
7442	ASSISTANT WATER DISTRICT SUPERINTENDENT (TYPE 1B TREATMENT FACILITY) OC		Usual Annual Salary \$87,000-\$93,636)**
7085	COLLEGE PUBLIC SAFETY OFFICER II		\$36,775 Grade 15
4258	COUNTY PARKS SUPERINTENDENT PR		\$63,110 Grade 28
7656	DIRECTOR OF OPERATIONS (SEWER DISTRICT) PR		\$60,526 Grade 27
4246	PARK SUPERVISOR I OC		\$36,775 Grade 15
4246	PARK SUPERVISOR I PR		\$33,565 Grade 15
4247	PARK SUPERVISOR II OC		\$44,083 Grade 19
4247	PARK SUPERVISOR II PR		\$44,083** Grade 19
5030	POLICE CHIEF (VILLAGE OF NORTHPORT) PR		Usual Annual Salary \$212,500
0207	PRINCIPAL ACCOUNT CLERK OC		\$40,272** Grade 17
0207	PRINCIPAL ACCOUNT CLERK PR		\$40,272** Grade 17
0206	SENIOR ACCOUNT CLERK OC		\$34,896** Grade 14
0206	SENIOR ACCOUNT CLERK PR		\$34,896** Grade 14
0213	SENIOR ACCOUNT CLERK TYPIST OC		\$34,896** Grade 14
0213	SENIOR ACCOUNT CLERK TYPIST PR		\$34,896** Grade 14
4257	SENIOR COUNTY PARKS SUPERINTENDENT PR		\$71,853 Grade 31
7475	SENIOR WASTEWATER TREATMENT PLANT OPERATOR (3A) OC		\$42,125 Grade 18 Usual Annual Salary \$55,961**
7475	SENIOR WASTEWATER TREATMENT PLANT OPERATOR (3A) PR		\$42,125** Grade 18
7451	WATER DISTRICT SUPERINTENDENT (TYPE 1B TREATMENT FACILITY) OC		Usual Annual Salary \$95,000**

LAST FILING DATE: FEBRUARY 6, 2019

<u>SPECIFICATION#</u>	<u>TITLE</u>	<u>WRITTEN TEST DATE: MARCH 2, 2019</u>	<u>ANNUAL SALARY</u>
5030	POLICE CHIEF (VILLAGE OF LLOYD HARBOR) OC		Annual Salary \$200,000

LAST FILING DATE: FEBRUARY 6, 2019

WRITTEN TEST DATE: MARCH 16, 2019

<u>SPECIFICATION#</u>	<u>TITLE</u>	<u>ANNUAL SALARY</u>	
1283	AGRONOMIST OC	\$46,093	Grade 20
9077	COLLEGE ASSISTANT DIRECTOR FOR EMPLOYEE RESOURCES OC	Annual Salary \$97,596	
0404	PRINCIPAL PERSONNEL ANALYST PR	\$63,110	Grade 28
2621	SENIOR PUBLIC HEALTH EDUCATOR PR	\$50,295	Grade 22
1280	SOIL DISTRICT TECHNICIAN OC	\$42,125	Grade 18
2622	SUPERVISING PUBLIC HEALTH EDUCATOR PR	\$59,221	Grade 26

LAST FILING DATE: FEBRUARY 20, 2019

WRITTEN TEST DATE: MARCH 16, 2019

<u>SPECIFICATION#</u>	<u>TITLE</u>	<u>ANNUAL SALARY</u>	
0220	ACCOUNTANT TRAINEE OC	\$40,271**	Grade 17
0230	AUDITOR TRAINEE OC	\$40,271**	Grade 17
0232	SENIOR AUDITOR PR	\$54,419	Grade 24

LAST FILING DATE: MARCH 13, 2019

WRITTEN TEST DATE: APRIL 13, 2019

<u>SPECIFICATION#</u>	<u>TITLE</u>	<u>ANNUAL SALARY</u>	
0164	POLICE OPERATIONS AIDE OC	\$31,059**	Grade 11
0164	POLICE OPERATIONS AIDE PR	\$31,059**	Grade 11
0167	POLICE OPERATIONS AIDE (SPANISH SPEAKING) OC	\$31,059	Grade 11
0167	POLICE OPERATIONS AIDE (SPANISH SPEAKING) PR	\$31,059	Grade 11
0163	SENIOR POLICE OPERATIONS AIDE OC	\$34,896**	Grade 14
		Usual Annual Salary \$51,928**	

LAST FILING DATE: MARCH 13, 2019

WRITTEN TEST DATE: APRIL 27, 2019

<u>SPECIFICATION#</u>	<u>TITLE</u>	<u>ANNUAL SALARY</u>
5501	CORRECTION OFFICER I OC	30,000*

LAST FILING DATE: MARCH 20, 2019

WRITTEN TEST DATE: MAY 4, 2019

<u>SPECIFICATION#</u>	<u>TITLE</u>	<u>ANNUAL SALARY</u>
5351	FIREFIGHTER OC	Usual Annual Salary \$69,347** Usual Hourly Salary \$27 Per Hour**

LAST FILING DATE: APRIL 3, 2019

WRITTEN TEST DATE: JUNE 15, 2019

<u>SPECIFICATION#</u>	<u>TITLE</u>	<u>ANNUAL SALARY</u>
5002	POLICE OFFICER OC	\$42,000** (Salary at top step - \$111,506)
5006	POLICE OFFICER (SPANISH SPEAKING) OC	\$42,000** (Salary at top step - \$111,506)

LAST FILING DATE: MAY 29, 2019

WRITTEN TEST DATE: JUNE 29, 2019

<u>SPECIFICATION#</u>	<u>TITLE</u>	<u>ANNUAL SALARY</u>
0029	OFFICE ASSISTANT (SPANISH SPEAKING) OC	\$29,410 Grade 9 Usual Annual Salary \$34,500-\$37,830**

APPLICATIONS ARE ACCEPTED AND ADDED CONTINUALLY FOR THE FOLLOWING TITLES:

<u>SPECIFICATION #</u>	<u>TITLE</u>	<u>ANNUAL SALARY</u>
2670	EMERGENCY MEDICAL TECHNICIAN (BASIC) OC	Usual Annual Salary \$35,360-\$48,750**
2673	EMERGENCY MEDICAL TECHNICIAN (CRITICAL CARE) OC	Usual Annual Salary \$35,360-\$48,750**
2674	EMERGENCY MEDICAL TECHNICIAN (PARAMEDIC) OC	Usual Annual Salary \$35,360-\$48,750**
2641	MEDICAL SERVICES SPECIALIST OC	Annual Salary \$57,472 Grade 23 Step 2

OC - OPEN-COMPETITIVE * PER 2011 CONTRACT
 PR - PROMOTIONAL ** SALARIES VARY BY JURISDICTION

TRAINING & EXPERIENCE – LAST FILING DATE: JANUARY 30, 2019

OFFICE SYSTEMS ANALYST I OC REQUIRES: Either: a) Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree,* which includes, or is supplemented by, twelve (12) credits in information technology or a computer-related field; or, b) Graduation from a standard senior high school or possession of a high school equivalency diploma, and four (4) years of experience in the installation, analysis, design and/or selection of information technology networks and systems; or, c) An equivalent combination of education and experience as defined by the limits of a and b.

NOTE: Coursework in information technology from a non-degree-granting computer training institution may be accepted based upon credit hour equivalence.

SPECIAL NOTE: Because of the rapid evolution of technology in this field, qualifying experience must have been gained within the last six (6) years.

*Please attach to the application a copy of your college transcript(s), which must have your name, college name and the date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

OFFICE SYSTEMS ANALYST I PR REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as an Office Systems Technician in the jurisdiction in which the candidate seeks promotion for at least one (1) year immediately preceding the last filing date.

WRITTEN TEST DATE: FEBRUARY 20, 2019

OCCUPATIONAL THERAPIST OC REQUIRES: Possession of a registered Occupational Therapist license* issued by the New York State Department of Education; and maintenance of such license during the term of employment in this position.

Necessary Special Requirements

At the time of appointment and during employment in this title, candidates must be registered to practice occupational therapy in the State of New York. Depending on assignment, candidates may be required, at the time of appointment and during employment in this title, to possess a valid license to operate a motor vehicle in New York State.

*Please attach to the application a copy of your current Occupational Therapist license issued by New York State.

**Please attach to the application a copy of your college transcript(s) which must have your name, college name, and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

WRITTEN TEST DATE: MARCH 2, 2019

AIRPORT SECURITY DIRECTOR OC REQUIRES: Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree* and ten (10) years of law enforcement experience from an accredited law enforcement agency, two (2) years of which must be in a supervisory position relating to airport law enforcement such as: airport operations, aviation, emergency services, bomb squad or related experience.

*Please attach to the application a copy of your college transcript(s), which must have your name, college name and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

NECESSARY SPECIAL REQUIREMENTS

Candidate must be at least 21 years of age at the time of appointment.

At the time of appointment and during employment in this title, employees must possess a valid license to operate a motor vehicle in New York State.

Candidate must be a United States Citizen at the time of appointment.

At the time of appointment to a position designated in Section 2.10 of New York State Criminal Procedure Law as having peace officer status, open-competitive candidates will be required to possess a valid Suffolk County Pistol Permit. Employees must maintain the permit throughout employment in this title.

Open-competitive candidates will be required to successfully complete a CPR/AED Course given by the American Heart Association (AHA) or equivalent health care provider during the first year of employment. Employees in this title must maintain this certification throughout employment.

After open-competitive appointment, persons designated as peace officers in Section 2.10 of New York State Criminal Procedure Law will be required to obtain a Peace Officer Training Certificate recognized by the NYS Municipal Police Training Council.

ASSISTANT DIRECTOR OF OPERATIONS AND MAINTENANCE (SEWER DISTRICT) OC REQUIRES: Either: (a) Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree* in natural science or in engineering, and four (4) years of experience in sanitary, electrical, chemical, mechanical or environmental engineering, or the operation and maintenance of sewage treatment facilities, two (2) years of which must have been in the supervision of the operations and maintenance of a number of wastewater treatment plants and related facilities; or, (b) Graduation from a standard senior high school or possession of a high school equivalency diploma, and eight (8) years of experience in sanitary, electrical, chemical, mechanical or environmental engineering, or the operation and maintenance of sewage treatment facilities, two (2) years of which must have been in the supervision of the operations and

maintenance of a number of wastewater treatment plants and related facilities; or, (c) An equivalent combination of education and experience as defined by the limits of (a) and (b).

*Please attach to the application a copy of your college transcript(s) which must have your name, college name, and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

Necessary Special Requirements

Candidates must possess a Grade 3A or 4A Certificate issued by the New York State Department of Environmental Conservation at the time of appointment, and must maintain the license while employed in this title.

Depending upon the assignment, at the time of appointment and during employment in this title, employees must possess a valid license to operate a motor vehicle in New York State.

ASSISTANT WATER DISTRICT SUPERINTENDENT (TYPE 1B TREATMENT FACILITY) OC REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma and four (4) years of experience in the chemical treatment of potable water, at least one (1) year of which must have been in a supervisory or administrative capacity.

NOTE: Education* from a college with federally-authorized accreditation or registration by NY State may be substituted for the non-supervisory, non-administrative experience on a year-for-year basis.

*Please attach to the application a copy of your college transcript(s) which must have your name, college name, and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

Necessary Special Requirements

At the time of appointment, the candidate must possess a Grade 1B Water Treatment Operator's certificate, issued by the New York State Department of Health. Appointees must maintain this certification throughout their employment in this title.

COLLEGE PUBLIC SAFETY OFFICER II PR REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as a College Public Safety Officer I in Suffolk County Community College for at least one (1) year immediately preceding the written examination date.

Necessary Special Requirements 1) Possession of a valid New York State driver's license at the time of appointment; appointees must maintain a valid license throughout their employment in this title. 2) Upon appointment, candidates must apply for, and maintain registration as a guard with the New York State Department of State, Division of Licensing Services.

COUNTY PARKS SUPERINTENDENT PR REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as a Park Supervisor III in the Suffolk County Department of Parks, Recreation and Conservation for at least two (2) years immediately preceding the written examination date.

DIRECTOR OF OPERATIONS (SEWER DISTRICT) PR REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as a Wastewater Plant Operations Supervisor for two (2) years or as an Assistant Wastewater Plant Operations Supervisor for three (3) years in the jurisdiction in which the candidate seeks promotion immediately preceding the written examination date.

PARK SUPERVISOR I OC REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma, and three (3) years of experience in the performance or direction of a variety of park or grounds maintenance activities, one (1) year of which must have been in a supervisory capacity.

NOTE: Education* from a college with federally-authorized accreditation or registration by NY State may be substituted for experience on a year-for-year basis, up to a maximum of two (2) years. Education may not be substituted for the required supervisory experience.

*Please attach to the application a copy of your college transcript(s) which must have your name, college name, and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

Necessary Special Requirements

Candidates appointed to the Golf Courses for the Suffolk County Department of Parks, Recreation and Conservation must obtain a Category 3A Pesticide Applicator License issued by the New York State Department of Environmental Conservation within the first 6 months of employment.

PARK SUPERVISOR I PR REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as a Labor Crew Leader in the Suffolk County Department of Parks, Recreation and Conservation for at least two (2) years immediately preceding the written examination date.

PARK SUPERVISOR II OC REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma, and five (5) years of experience in the performance or direction of park and grounds maintenance activities, including at least two (2) years of experience in the supervision of park activities, one (1) year of which must have included the supervision of grounds maintenance activities.

NOTE: Education* from a college with federally-authorized accreditation or registration by NY State may be substituted for experience on a year-for-year basis, up to a maximum of two (2) years. Education may not be substituted for the required supervisory experience.

*Please attach to the application a copy of your college transcript(s) which must have your name, college name, and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

Necessary Special Requirements

Candidates appointed to the Golf Courses for the Suffolk County Department of Parks, Recreation and Conservation must obtain a Category 3A Pesticide Applicator License issued by the New York State Department of Environmental Conservation within the first 6 months of employment.

PARK SUPERVISOR II PR REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as a Park Supervisor I in the Suffolk County Department of Parks, Recreation and Conservation for at least two (2) years immediately preceding the written examination date.

Necessary Special Requirements

Candidates appointed to the Golf Course for the Suffolk County Department of Parks, Recreation and Conservation must obtain a Category 3A Pesticide Applicator License issued by the New York State Department of Environmental Conservation within the first 6 months of employment.

POLICE CHIEF (VILLAGE OF LLOYD HARBOR) OC REQUIRES: Six (6) months of experience as a Police Captain in a Police Department within New York State.

POLICE CHIEF (VILLAGE OF NORTHPORT) PR REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as a Police Sergeant in the Village of Northport for at least three (3) years immediately preceding the written examination date.

PRINCIPAL ACCOUNT CLERK OC REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma and six (6) years of experience in computing and registering data in financial records, accounts, or journals.

NOTE Additional education* from a college with federally authorized accreditation or registration by NY State will be substituted for up to four years of experience at the rate of 30 credits = 1 year, provided that for each 30 credits earned, at least 3 credits were in accounting.

*Please attach to the application a copy of your college transcript(s) which must have your name, college name, and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

PRINCIPAL ACCOUNT CLERK PR REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as a Senior Account Clerk, Senior Account Clerk Typist or Senior Account Clerk Stenographer in the jurisdiction in which the candidate seeks promotion for at least two (2) years immediately preceding the written examination date.

SENIOR ACCOUNT CLERK OC REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma and four (4) years of experience in computing and registering data in financial records, accounts, or journals.

NOTE: Additional education* from a college with federally authorized accreditation or registration by NY State may be substituted for experience at the rate of 30 credits = 1 year, provided that for each 30 credits earned, at least 3 credits were in accounting.

*Please attach to the application a copy of your college transcript(s) which must have your name, college name, and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

SENIOR ACCOUNT CLERK PR REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as an Account Clerk, Account Clerk (Spanish Speaking), Account Clerk Typist, Account Clerk Typist (Spanish Speaking), Account Clerk Stenographer or Senior Cashier in the jurisdiction in which the candidate seeks promotion for at least two (2) years immediately preceding the written examination date.

SENIOR ACCOUNT CLERK TYPIST OC REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma and four (4) years of experience in computing and registering data in financial records, accounts or journals.

NOTE: Additional education* from a college with federally authorized accreditation or registration by NY State may be substituted for experience at the rate of 30 credits = 1 year, provided that for each 30 credits earned, at least 3 credits were in accounting.

*Please attach to the application a copy of your college transcript(s) which must have your name, college name and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

SENIOR ACCOUNT CLERK TYPIST PR REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as an Account Clerk, Account Clerk (Spanish Speaking), Account Clerk Typist, Account Clerk Typist (Spanish Speaking) or Account Clerk Stenographer in the jurisdiction in which the candidate seeks promotion for at least two (2) years immediately preceding the written examination date.

SENIOR COUNTY PARKS SUPERINTENDENT PR REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as a County Parks Superintendent in the Suffolk County Department of Parks, Recreation and Conservation for at least two (2) years immediately preceding the written examination date.

SENIOR WASTEWATER TREATMENT PLANT OPERATOR (3A) OC REQUIRES: Possession of a Type 3A or 4A Wastewater Treatment Plant Operator's certificate issued by the New York State Department of Environmental Conservation and three (3) years of operating experience in a wastewater treatment plant which utilizes the activated sludge process.

Necessary Special Requirements

Candidates must maintain a Grade 3A or 4A Certificate issued by the New York State Department of Environmental Conservation while employed in this title.

Depending upon the assignment, at the time of appointment and during employment in this title, employees must possess a valid license to operate a motor vehicle in New York State.

SENIOR WASTEWATER TREATMENT PLANT OPERATOR (3A) PR REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as a Wastewater Treatment Plant Operator (3A) or Wastewater Treatment Plant Operator (4A) in the jurisdiction in which the candidate seeks promotion for at least eighteen (18) months immediately preceding the written examination date.

WATER DISTRICT SUPERINTENDENT (TYPE 1B TREATMENT FACILITY) OC REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma and six (6) years of experience in the treatment of potable water, at least two (2) years of which must have been in a supervisory or administrative capacity.

NOTE: Education* from a college with federally-authorized accreditation or registration by NY State may be substituted for the non-supervisory, non-administrative experience on a year-for-year basis.

*Please attach to the application a copy of your college transcript(s) which must have your name, college name, and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

Necessary Special Requirements

At the time of appointment, the candidate must possess a Grade 1B Water Treatment Operator's certificate, issued by the New York State Department of Health. Appointees must maintain this certification throughout their employment in this title.

WRITTEN TEST DATE: MARCH 16, 2019

ACCOUNTANT TRAINEE OC REQUIRES: Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree*, which includes, or is supplemented by, at least twenty-four (24) credit hours in Accounting.

*Please attach to the application a copy of your college transcript(s), which must have your name, college name and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

Candidates currently enrolled in their final semester of baccalaureate studies will be permitted to compete in this examination on a pending basis. Pending candidates who fail to complete all degree requirements by May 31, 2019 will be disqualified from the competition and all pending candidates passing the examination must furnish proof that degree requirements were completed by this date.

AGRONOMIST OC REQUIRES: Either: a) Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree* in agronomy, soil science, soil conservation, agricultural engineering, natural resources management or a related field, and two (2) years of experience in the field of soil and water conservation and/or farm resources management practices; or, b) Graduation from a college with federally-authorized accreditation or registration by NY State with an Associate's Degree* in agronomy, soil science, soil conservation, agricultural engineering, natural resources management or a related field, and four (4) years of experience in the field of soil and water conservation and/or farm resources management practices; or c) An equivalent combination of education and experience as defined by the limits of a and b.

*Please attach to the application a copy of your college transcript(s), which must have your name, college name and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

Necessary Special Requirement

Within 26 weeks of appointment, candidates must obtain either a New York State Agricultural Environmental Management Planner Certificate (NYSAEM) or a Natural Resources Conservation Service Certified Conservation Planner Certificate.

Candidates must possess a valid New York State driver's license at the time of appointment and throughout employment in this title.

AUDITOR TRAINEE OC REQUIRES: Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree*, which includes, or is supplemented by, at least twenty-four (24) credit hours in Accounting.

*Please attach to the application a copy of your college transcript(s), which must have your name, college name and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

Candidates currently enrolled in their final semester of baccalaureate studies will be permitted to compete in this examination on a pending basis. Pending candidates who fail to complete all degree requirements by May 31, 2019 will be disqualified from the competition and all pending candidates passing the examination must furnish proof that degree requirements were completed by this date.

COLLEGE ASSISTANT DIRECTOR FOR EMPLOYEE RESOURCES OC REQUIRES: Graduation from a college with federally-authorized accreditation or registration by NY State with a Master's Degree*, and five (5) years of experience in labor relations or human resources, two (2) years of which must have been in a supervisory capacity.

*Please attach to the application a copy of your college transcript(s), which must have your name, college name and date of graduation printed on it

by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

NOTE: Additional relevant experience will be substituted for education on a year-to-year basis up to a maximum of two (2) years.

PRINCIPAL PERSONNEL ANALYST PR REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as a Senior Personnel Analyst in the jurisdiction in which the candidate seeks promotion for at least two (2) years immediately preceding the written examination date.

SENIOR PUBLIC HEALTH EDUCATOR PR REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as a Public Health Educator in the Suffolk County Department of Health Services for at least two (2) years immediately preceding the written examination date.

Necessary Special Requirement

At the time of appointment and throughout employment in this title, employees are required to possess a valid license to operate a motor vehicle in New York State.

SENIOR AUDITOR PR REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as an Accountant or Auditor in the jurisdiction in which the candidate seeks promotion for at least two (2) years immediately preceding the written examination date.

SOIL DISTRICT TECHNICIAN OC REQUIRES: Either: a) Graduation from a college with federally-authorized accreditation or registration by NY State with an Associate's Degree* in one of the natural sciences; or, b) Graduation from a standard senior high school or possession of a high school equivalency diploma, and two (2) years of experience in the field of soil and water conservation; or, c) An equivalent combination of education and experience as defined by the limits of a and b.

*Please attach to the application a copy of your college transcript(s), which must have your name, college name and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

Necessary Special Requirement

Candidates must possess a valid New York State driver's license at the time of appointment and throughout employment in this title.

SUPERVISING PUBLIC HEALTH EDUCATOR PR REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as a Senior Public Health Educator in the Suffolk County Department of Health Services for at least two (2) years immediately preceding the written examination date.

Necessary Special Requirement

At the time of appointment and during employment in this title employees will be required to possess a valid license to operate a motor vehicle in New York State.

WRITTEN TEST DATE: APRIL 13, 2019

POLICE OPERATIONS AIDE OC REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma and two (2) years of clerical experience.

Note: Additional education* beyond high school from a college with federally-authorized accreditation or registration by NY State may be substituted for the above experience on a year-for-year basis.

Necessary Special Requirements

Depending upon nature of the assignment, at the time of appointment and during employment in this title, employees may be required to possess a valid license to operate a motor vehicle in New York State. The job assignment may require attainment of New York State Police Information Network (NYSPIN) certification within one (1) month of appointment; employees must maintain this certification while employed in this title.

*Please attach to the application a copy of your college transcript(s), which must have your name, college name and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

POLICE OPERATIONS AIDE PR REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as a Clerk, Clerk (Spanish Speaking), Office Assistant, Office Assistant (Spanish Speaking) or Stenographer in the Suffolk County Police Department for at least one (1) year or as an Office Assistant or Office Assistant (Spanish Speaking) in the Town of Southampton Police Department for one (1) year immediately preceding the written examination date.

Necessary Special Requirements

Depending upon nature of the assignment, at the time of appointment and during employment in this title, employees may be required to possess a valid license to operate a motor vehicle in New York State. The job assignment may require attainment of New York State Police Information Network (NYSPIN) certification within one (1) month of appointment; employees must maintain this certification while employed in this title.

POLICE OPERATIONS AIDE (SPANISH SPEAKING) OC REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma and two (2) years of clerical experience.

Note: Additional education* beyond high school from a college with federally-authorized accreditation or registration by NY State may be substituted for the above experience on a year-for-year basis.

Necessary Special Requirements

Depending upon nature of the assignment, at the time of appointment and during employment in this title, employees may be required to possess a valid license to operate a motor vehicle in New York State. The job assignment may require attainment of New York State Police Information Network (NYSPIN) certification within one (1) month of appointment; employees must maintain this certification while employed in this title.

*Please attach to the application a copy of your college transcript(s), which must have your name, college name and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

POLICE OPERATIONS AIDE (SPANISH SPEAKING) PR REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as a Clerk, Clerk (Spanish Speaking), Office Assistant, Office Assistant (Spanish Speaking) or Stenographer in the Suffolk County Police Department for one (1) year immediately preceding the written examination date.

Necessary Special Requirements

Depending upon nature of the assignment, at the time of appointment and during employment in this title, employees may be required to possess a valid license to operate a motor vehicle in New York State. The job assignment may require attainment of New York State Police Information Network (NYSPIN) certification within one (1) month of appointment; employees must maintain this certification while employed in this title.

SENIOR POLICE OPERATIONS AIDE OC REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma and four (4) years of clerical experience, two (2) years of which are in a supervisory capacity.

Note: Additional education* beyond high school from a college with federally-authorized accreditation or registration by NY State may be substituted for the above, non-supervisory experience on a year-for-year basis.

Necessary Special Requirements

Depending upon nature of the assignment, at the time of appointment and during employment in this title, employees may be required to possess a valid license to operate a motor vehicle in New York State. The job assignment may require attainment of New York State Police Information Network (NYSPIN) certification within one (1) month of appointment; employees must maintain this certification while employed in this title.

*Please attach to the application a copy of your college transcript(s), which must have your name, college name and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

WRITTEN TEST DATE: APRIL 27, 2019

CORRECTION OFFICER I OC REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma by the date of appointment.

Necessary Special Requirements: After appointment, the incumbent will be required to obtain a Peace Officer Training Certificate recognized by the New York State Municipal Police Training Council. Possession of a valid New York State driver's license at the time of appointment; appointees must maintain a valid license throughout their employment in this title.

Special Age Requirement: The minimum age to participate in this examination is 20 years and 6 months by the date of the written test. Pursuant to Section 54 of the Civil Service Law, applicants who are within six months of the minimum age will be permitted into the competition. Therefore, candidates 20 years of age and older will meet the age requirement. Candidates shall not be considered for appointment until they reach their 21st birthday.

Residence Requirement: In accordance with the provisions of Section 23 of the New York State Civil Service Law, the Civil Service Department will give preference in certification to legal residents of Suffolk County. To be deemed a legal resident of Suffolk County for the purpose of being granted preference as such, a candidate must have been a legal resident at the time of certification and for at least 90 calendar days prior thereto.

Citizenship Requirement: Candidates must be a United States citizen at the time of appointment.

Note: Pursuant to the provisions of Section 217A of the County Law, candidates who have been convicted of a felony will be barred from appointment and candidates who have been convicted of a misdemeanor may be barred from employment.

WRITTEN TEST DATE: MAY 4, 2019

FIREFIGHTER OC REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma and status as an active paid or active volunteer firefighter, or as a retired paid firefighter.

Necessary Special Requirements

In agencies employing five (5) or fewer paid firefighters, any additional education, health and physical fitness qualifications shall be determined by the appointing authority as per Section 58-a (6) of the New York State Civil Service Law.

In agencies employing six (6) or more paid firefighters, additional Minimum Standards for Firefighting Personnel as per NYCRR Part 426, include completion of a qualifying Candidate Physical Ability Test (CPAT) and completion of a certified basic training program within 18 months of appointment. There will also be a qualifying medical exam as per NFPA 1582.

At the time of appointment and during employment in this title, employees must possess a valid license to operate a motor vehicle in New York State.

Throughout employment in this title, employees may be required by the employing agency to pass an annual physical evaluation including drug testing.

Employees may be required by the employing agency to possess and maintain Certified First Responder certification throughout employment in the title.

WRITTEN TEST DATE: JUNE 15, 2019

POLICE OFFICER OC REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma recognized by the New York State Department of Education by the date of appointment.

SPECIAL AGE REQUIREMENT: Candidates must be at least 19 years 6 months old on or before June 15, 2019. Pursuant to Section 54 of the Civil Service Law, applicants who are within six months of the minimum age will be permitted into the competition. Therefore, candidates who will be 19 years of age by the exam date will be eligible. Eligibility for appointment as a Police Officer and/or Police Officer (Spanish Speaking) begins when the candidate reaches age 20. Candidates who reach their 35th birthday on or before June 15, 2019 are not eligible except as follows: Candidates may have a period of active military duty, up to six years as defined in Section 243 (10-a) of the Military Law, deducted from their age for purposes of determining whether they meet the age requirement.

LICENSE REQUIREMENT: Candidates will be required to possess a New York State motor vehicle operator license at the time of appointment.

RESIDENCE REQUIREMENT: There are no residence requirements to compete in this examination. In accordance with the provisions of Section 23 of the New York State Civil Service Law, for town and village positions, the Civil Service Department may give preference in certification to legal residents of a jurisdiction if so requested by the appointing authority. To be deemed a legal resident of a particular jurisdiction for the purpose of being granted preference as such, a candidate must have been a legal resident of such jurisdiction at the time of certification and for at least 90 calendar days prior thereto. Candidates may be required to indicate at the time of consideration for appointment whether or not they will become a resident of the locality in accordance with local law or ordinance.

CITIZENSHIP REQUIREMENT: Candidates must be United States citizens at the time of appointment.

POLICE OFFICER TRAINING COURSE REQUIREMENT: After appointment, candidates will be required to successfully complete a Police Officer Training course recognized by the New York State Municipal Training Council.

APPLICATION FORM: Candidates may file via the Internet at the Civil Service Department website, **www.suffolkcountyny.gov/civilservice**, where the required \$125 application processing fee may be paid by either VISA or Mastercard. Internet filers will receive an email receipt at the time of filing. Candidates filing by paper application must first obtain form CS-205LE by sending a stamped, self addressed envelope measuring at least 9 ½” by 4” to: Suffolk County Department of Civil Service, P.O. Box 6100, Hauppauge, NY 11788-0099. Completed applications must be addressed to, and received by the Suffolk County Department of Civil Service, P.O. Box 6100, Hauppauge, NY 11788-0099 by the last filing date. Hard copy applications should be delivered via certified mail, return receipt. Applications that are not accompanied by a check or money order, and which are ineligible for a fee waiver, will not be processed for the examination.

POLICE OFFICER (SPANISH SPEAKING) OC REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma recognized by the New York State Department of Education by the date of appointment.

SPECIAL AGE REQUIREMENT: Candidates must be at least 19 years 6 months old on or before June 15, 2019. Pursuant to Section 54 of the Civil Service Law, applicants who are within six months of the minimum age will be permitted into the competition. Therefore, candidates who will be 19 years of age by the exam date will be eligible. Eligibility for appointment as a Police Officer and/or Police Officer (Spanish Speaking) begins when the candidate reaches age 20. Candidates who reach their 35th birthday on or before June 15, 2019 are not eligible except as follows: Candidates may have a period of active military duty, up to six years as defined in Section 243 (10-a) of the Military Law, deducted from their age for purposes of determining whether they meet the age requirement.

LICENSE REQUIREMENT: Candidates will be required to possess a New York State motor vehicle operator license at the time of appointment.

RESIDENCE REQUIREMENT: There are no residence requirements to compete in this examination. In accordance with the provisions of Section 23 of the New York State Civil Service Law, for town and village positions, the Civil Service Department may give preference in certification to legal residents of a jurisdiction if so requested by the appointing authority. To be deemed a legal resident of a particular jurisdiction for the purpose of being granted preference as such, a candidate must have been a legal resident of such jurisdiction at the time of certification and for at least 90 calendar days prior thereto. Candidates may be required to indicate at the time of consideration for appointment whether or not they will become a resident of the locality in accordance with local law or ordinance.

CITIZENSHIP REQUIREMENT: Candidates must be United States citizens at the time of appointment.

POLICE OFFICER TRAINING COURSE REQUIREMENT: After appointment, candidates will be required to successfully complete a Police Officer Training course recognized by the New York State Municipal Training Council.

APPLICATION FORM: Candidates may file via the Internet at the Civil Service Department website, **www.suffolkcountyny.gov/civilservice**, where the required \$125 application processing fee may be paid by either VISA or Mastercard. Internet filers will receive an email receipt at the time of filing. Candidates filing by paper application must first obtain form CS-205LE by sending a stamped, self addressed envelope measuring at least 9 ½” by 4” to: Suffolk County Department of Civil Service, P.O. Box 6100, Hauppauge, NY 11788-0099. Completed applications must be addressed to, and received by the Suffolk County Department of Civil Service, P.O. Box 6100, Hauppauge, NY 11788-0099 by the last filing date. Hard copy applications should be delivered via certified mail, return receipt. Applications that are not accompanied by a check or money order, and which are ineligible for a fee waiver, will not be processed for the examination.

WRITTEN TEST DATE: JUNE 29, 2019

OFFICE ASSISTANT (SPANISH SPEAKING) OC REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma.

Necessary Special Requirement

To be employed by the Suffolk County Police Department candidates may be required to attain New York State Police Information Network (NYSPIN) certification within one (1) month of appointment; employees must maintain this certification while employed in this title.

CONTINUOUS RECRUITMENT

EMERGENCY MEDICAL TECHNICIAN (BASIC) OC REQUIRES: Possession of one of the following certificates* issued by the New York State Department of Health: Emergency Medical Technician-Basic Certificate; Emergency Medical Technician-Intermediate Certificate; Emergency Medical Technician-Critical Care Certificate; or Emergency Medical Technician-Paramedic Certificate.

*Please attach to the application a copy of your currently valid certificate.

Note: Separate eligible lists will be established for each title.

Necessary Special Requirements (Vary by Jurisdiction)

1. Candidates must maintain the appropriate Emergency Medical Technician Certificate throughout employment in this position.
2. Candidates may be required to possess the appropriate New York State driver's license, and maintain such license throughout employment in this position.
3. Candidates must be free of any speech or hearing defects that would impair functioning in this position.
4. In jurisdictions where required, the incumbent must obtain certification of completion of the appropriate National Incident Management System (NIMS) entry-level course(s), including Incident Command System (ICS) training, within 26 weeks of appointment.

EMERGENCY MEDICAL TECHNICIAN (CRITICAL CARE) OC REQUIRES: Possession of one of the following certificates issued by the New York State Department of Health: Emergency Medical Technician-Critical Care; or Emergency Medical Technician-Paramedic.

*Please attach to the application a copy of your currently valid certificate.

Note: Separate eligible lists will be established for each title.

Necessary Special Requirements

1. Candidates must maintain the appropriate Emergency Medical Technician Certificate throughout employment in this position.
2. Candidates may be required to possess the appropriate New York State driver's license, and maintain such license throughout employment in this position.
3. Candidates must be free of any speech or hearing defects that would impair functioning in this position.
4. Candidates for Emergency Medical Technician-Critical Care must have completed the Suffolk Regional Emergency medical Advisory committee's (REMAC) Advanced Life Support credentialing process at the time of appointment and must complete all protocol and policy updates throughout employment in the position.
5. In jurisdictions where required, the incumbent must obtain certification of completion of the appropriate National Incident Management System (NIMS) entry-level course(s), including Incident Command System (ICS) training, within 26 weeks of appointment.

EMERGENCY MEDICAL TECHNICIAN (PARAMEDIC) OC REQUIRES: Possession of an Emergency Medical Technician-Paramedic Certificate issued by the New York State Department of Health.

*Please attach to the application a copy of your currently valid certificate.

Note: Separate eligible lists will be established for each title.

Necessary Special Requirements (Vary by Jurisdiction)

1. Candidates must maintain the appropriate Emergency Medical Technician Certificate throughout employment in this position.
2. Candidates may be required to possess the appropriate New York State driver's license, and maintain such license throughout employment in this position.
3. Candidates must be free of any speech or hearing defects that would impair functioning in this position.
4. Candidates for Emergency Medical Technician-Paramedic must have completed the Suffolk Regional Emergency Medical Advisory committee's (REMAC) Advanced Life Support credentialing process at the time of appointment and must complete all protocol and policy updates throughout employment in the position.
5. In jurisdictions where required, the incumbent must obtain certification of completion of the appropriate National Incident Management System (NIMS) entry-level course(s), including Incident Command System (ICS) training, within 26 weeks of appointment.

MEDICAL SERVICES SPECIALIST OC REQUIRES: Graduation from a college with federally-authorized accreditation or registration by New York State with a Bachelor's or Master's Degree* in Nursing or other health or human services field, plus two (2) years of experience as a registered professional nurse in home health care and/or the review of home health care services for medical necessity or in the delivery of preventive health care services. Experience must have been gained within the last ten (10) years.

Necessary Special Requirements

At the time of appointment and during employment in this title, employees must possess a Registered Nurse's license issued by the State of New York. Employees must also possess and maintain a valid license to operate a motor vehicle in New York State. *Please attach to the application a

copy of your college transcript(s) which must have your name, college name, and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable. **Please attach a copy of your currently valid New York State Registered Nurse's license.
