SUFFOLK COUNTY DEPARTMENT OF

HUMAN RESOURCES, PERSONNEL AND CIVIL SERVICE

ANNOUNCES:

EXAMINATION ANNOUNCEMENT SUMMARY
August 12, 2020

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/Departments/Civil-Service 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 Human Resources, Personnel and 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/Departments/Civil-Service

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 Human Resources, Personnel and 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, volunteer CERT members and members of the Suffolk County Police Explorers program. 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 Department of Human Resources, Personnel and Civil Service or on our website under “Online Forms.”

CANDIDATE SCHEDULING INFORMATION
Candidates can view their room assignment and exam site on our home page at http://www.suffolkcountyny.gov/Departments/Civil-Service under “Candidate Exam Room Assignment Search” seven days prior to the examination date.
OPEN FILING SYSTEM
The Suffolk County Department of Human Resources, Personnel and 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 Human Resources, Personnel, and 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: AUGUST 26, 2020

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<th>TITLE</th>
<th>TRAINING &amp; EXPERIENCE</th>
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LAST FILING DATE: SEPTEMBER 2, 2020

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APPLICATIONS ARE ACCEPTED AND ADDED CONTINUALLY FOR THE FOLLOWING TITLES:

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<th>TITLE</th>
<th>ANNUAL SALARY</th>
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<td>Usual Annual Salary $37,000-60,000**</td>
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<td>MEDICAL SERVICES SPECIALIST OC</td>
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<td>2020</td>
<td>PUBLIC HEALTH NURSE I OC</td>
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OC - OPEN-COMPETITIVE
PR - PROMOTIONAL

* PER 2011 CONTRACT
** SALARIES VARY BY JURISDICTION

TRAINING & EXPERIENCE-LAST FILING DATE: AUGUST 26, 2020

MEDICAL PROGRAM ADMINISTRATOR OC REQUIRES: Possession of a license to practice medicine* in the State of New York and two (2) years of experience as a licensed physician in the field of assignment.

Note: Board Eligibility** in a recognized specialty such as Pediatrics, Preventive Medicine, or Internal Medicine may be substituted for one (1) year of the experience in the field of assignment; Board Certification** in a recognized specialty such as Pediatrics, Preventive Medicine, or Internal Medicine may be substituted for two (2) years of experience in the field of assignment.

*Please attach to the application a copy of your currently valid medical license and registration issued by the State of New York. **Please submit a copy of the letter of admission to the Board examination and/or proof of Board Certification.
SENIOR BUSINESS INTELLIGENCE SYSTEMS DEVELOPER OC REQUIRES: Either: A. Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor’s Degree* in computer science, information systems, engineering, business or public administration or a related field, and three (3) years of experience utilizing Business Intelligence and/or data warehouse technology to manipulate data and to design and create databases and associated reports; or, B. Graduation from a college with federally-authorized accreditation or registration by NY State with an Associate’s Degree* in computer science, information systems, engineering, business or public administration or a related field, and five (5) years of experience utilizing Business Intelligence and/or data warehouse technology to manipulate data and to design and create databases and associated reports; or, C. An equivalent combination of education and experience as defined by the limits of (A) and (B).

Note: Experience must be with products specifically recognized as Business Intelligence tools. Business Intelligence technologies include, Microsoft PerformancePoint, PowerBI, SQL Server Analysis Services (SSAS), IBM Cognos, SAS Analytics, QlikView, SAP BusinessObjects, Tibco, MicroStrategy, Information Builders WebFOCUS, Sisense Business Intelligence and Analytics software and Oracle Enterprise Business Intelligence. Data warehouse technologies include Microsoft, Oracle, SAP, IBM, Teradata and EMC. Experience in data warehouse technology must include designing and implementing fact and dimension tables using the star and snowflake techniques, as well as the implementation of extraction, transformation and load (ETL) routines to cleanse data and promote data quality for inclusion into a data warehouse. Experience in using the standard, non-data warehousing functionality of a traditional relational database management software (RDBMS) such as Microsoft SQL Server or Oracle does not qualify as experience with data warehouse technologies.

Special Note: Because of the rapid evolution of technology in this field, qualifying experience must have been gained within the last five (5) years.

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

SENIOR BUSINESS INTELLIGENCE SYSTEMS DEVELOPER 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 Business Intelligence Systems Developer for at least two (2) years in the jurisdiction in which the candidate seeks promotion immediately preceding the last filing date.

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 (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-Critical Care and 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.
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-Critical Care and 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 to the application a copy of your current New York State Registered Nurse’s license.

PUBLIC HEALTH NURSE I OC REQUIRES: Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree* in Nursing.

Necessary Special Requirements
At the time of appointment and during employment in this title, candidates must possess a Professional Registered Nurse's License issued by the New York State Education Department. At the time of appointment and during employment in this title, candidates will be required to possess a valid license to operate a motor vehicle in New York State. Candidates must meet federal and New York State employee health requirements, including but not limited to immunizations, for the programs in which they are assigned.

*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.