

SUFFOLK COUNTY DEPARTMENT OF



CIVIL SERVICE

Steven Bellone
Suffolk County Executive

ANNOUNCES:

EXAMINATION ANNOUNCEMENT SUMMARY OCTOBER 10, 2018

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: OCTOBER 24, 2018

<u>SPECIFICATION#</u>	<u>TITLE</u>
0756	WEBSITE MANAGER OC
0756	WEBSITE MANAGER PR

TRAINING & EXPERIENCE

<u>ANNUAL SALARY</u>	
\$48,336	Grade 21
Usual Annual Salary \$62,748**	
\$48,336	Grade 21
Usual Annual Salary \$62,748**	

LAST FILING DATE: OCTOBER 15, 2018

<u>SPECIFICATION#</u>	<u>TITLE</u>
5129	CHIEF OF FIRE RESCUE SERVICES OC
5129	CHIEF OF FIRE RESCUE SERVICES PR

WRITTEN TEST DATE: NOVEMBER 3, 2018

<u>ANNUAL SALARY</u>	
\$68,740	Grade 30
\$68,740	Grade 30

LAST FILING DATE: OCTOBER 17, 2018

<u>SPECIFICATION#</u>	<u>TITLE</u>
5360	SAFETY OFFICER TRAINEE OC

WRITTEN TEST DATE: NOVEMBER 3, 2018

<u>ANNUAL SALARY</u>	
\$40,271	Grade 17
Usual Annual Salary \$45,000**	

LAST FILING DATE: OCTOBER 3, 2018

<u>SPECIFICATION#</u>	<u>TITLE</u>
0730	MANAGEMENT TECHNICIAN OC

WRITTEN TEST DATE: NOVEMBER 10, 2018

<u>ANNUAL SALARY</u>	
\$40,271	Grade 17
Usual Annual Salary \$47,460**	

LAST FILING DATE: OCTOBER 10, 2018

<u>SPECIFICATION#</u>	<u>TITLE</u>
0601	ASSESSMENT AIDE OC
0590	ASSESSMENT CLERK OC

WRITTEN TEST DATE: NOVEMBER 17, 2018

<u>ANNUAL SALARY</u>	
Usual Annual Salary \$32,146-\$51,661**	
Usual Annual Salary \$33,861**	

LAST FILING DATE: OCTOBER 24, 2018

<u>SPECIFICATION#</u>	<u>TITLE</u>
3670	ADULT DAY CARE PROGRAM SUPERVISOR OC
0582	ASSISTANT MANAGER OF DATA PROCESSING PR
1624	CHIEF PLANNER (TRANSPORTATION) OC
0518	DATA BASE MANAGER OC
0576	DATA CONTROL SPECIALIST OC
0576	DATA CONTROL SPECIALIST PR
0559	INFORMATION TECHNOLOGY SECURITY COORDINATOR OC
0761	NETWORK AND SYSTEMS ADMINISTRATOR OC
0761	NETWORK AND SYSTEMS ADMINISTRATOR PR
0037	OFFICE APPLICATIONS SPECIALIST OC
1627	PLANNER (TRANSPORTATION) OC

WRITTEN TEST DATE: DECEMBER 1, 2018

<u>ANNUAL SALARY</u>	
Usual Annual Salary \$57,775**	
\$75,138	Grade 32
\$71,858**	Grade 31
\$65,836	Grade 29
Usual Annual Salary \$83,778**	
\$52,422	Grade 23
Usual Annual Salary \$54,456**	
\$52,422	Grade 23
Usual Annual Salary \$54,456**	
Annual Salary \$81,751	
\$75,138**	
Usual Annual Salary \$80,000-\$110,000**	
Usual Annual Salary \$80,000-\$110,000**	
Usual Annual Salary \$46,497-\$50,905**	
Usual Annual Salary \$65,535**	

1625	PRINCIPAL PLANNER (TRANSPORTATION) OC	\$63,121	Grade 28
1625	PRINCIPAL PLANNER (TRANSPORTATION) PR	\$63,121	Grade 28
0568	PRINCIPAL PROGRAMMER ANALYST OC	\$68,740	Grade 30
		Usual Annual Salary \$79,227**	
0568	PRINCIPAL PROGRAMMER ANALYST PR	\$68,740	Grade 30
		Usual Annual Salary \$79,227**	
2630	SPECIAL EDUCATION COORDINATOR (SPANISH SPEAKING) OC	\$52,422	Grade 23
0564	SYSTEMS ANALYSIS SUPERVISOR PR	\$68,740	Grade 30

LAST FILING DATE: NOVEMBER 7, 2018

<u>SPECIFICATION#</u>	<u>TITLE</u>	<u>ANNUAL SALARY</u>	
2701	DRUG COUNSELOR OC	\$44,088	Grade 19**
2700	DRUG COUNSELOR (SPANISH SPEAKING) OC	\$44,088	Grade 19**

WRITTEN TEST DATE: DECEMBER 1, 2018

LAST FILING DATE: DECEMBER 5, 2018

<u>SPECIFICATION#</u>	<u>TITLE</u>	<u>ANNUAL SALARY</u>	
2020	PUBLIC HEALTH NURSE I OC	\$57,933	Grade 21 Step 2

TRAINING & EXPERIENCE

LAST FILING DATE: OCTOBER 31, 2018

<u>SPECIFICATION#</u>	<u>TITLE</u>	<u>ANNUAL SALARY</u>	
0802	LIBRARY CLERK OC	Usual Annual Salary \$24,784-\$45,909**	
0800	LIBRARY CLERK (SPANISH SPEAKING) OC	Usual Annual Salary \$24,784-\$45,909**	

WRITTEN TEST DATE: DECEMBER 8, 2018

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 * SALARY EFFECTIVE 6/1/2018
PR - PROMOTIONAL ** SALARIES VARY BY JURISDICTION

TRAINING & EXPERIENCE – LAST FILING DATE: OCTOBER 24, 2018

WEBSITE MANAGER 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 twenty four (24) credit hours of coursework in web design, management information systems, computer science, computer technology, information resource management, programming, systems analysis or related computer fields; or, (b) Graduation from a college with federally-authorized accreditation or registration by NY State with an Associate’s Degree*, which includes or is supplemented by twelve (12) credit hours of coursework in Web design, management information systems, computer science, computer technology, information resource management, programming, systems analysis or related computer fields, and two (2) years of experience in the design and maintenance of websites; or,(c) Graduation from high school or possession of a high school equivalency diploma, and four (4) years of experience in the design and maintenance of websites; or, (d) An equivalent combination of training and experience, as defined by the limits of (a), (b) and (c).

Notes: Master CIW (Certified Internet Webmaster) Administrator certification*, accredited by the Association of Internet Professionals (AIP), may be substituted for three (3) years of the noted experience. Coursework in the use of specific programs such as WORD, EXCEL, or ACCESS and data entry will **not** be credited.

*Please attach to the application a copy of your college transcript(s) and/or Master CIW Administrator certification 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.

WEBSITE MANAGER 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 Website Specialist in the jurisdiction in which the candidate seeks promotion for at least two (2) years immediately preceding the last filing date.

WRITTEN TEST DATE: NOVEMBER 3, 2018

CHIEF OF FIRE RESCUE SERVICES OC REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma recognized by the New York State Education Department and six (6) years of experience as a chief officer in a fire department that included administration of the entire department or as coordinator of a government agency's emergency preparedness, management, or response program.

Note: Additional education* in the areas of Fire Science/Administration or Homeland Security from a college with federally-authorized accreditation or registration by NY State will be substituted for experience on a year-for-year basis up to a maximum of two (2) years.

Special Note: Qualifying experience as chief officer must have been as a chief officer, assistant chief, deputy chief, or battalion chief in a fire district, fire department or comparable fire agency. Experience as a lower level officer such as lieutenant or captain will not be credited.

Necessary Special Requirements: 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. At the time of appointment, candidates are required to hold the following licenses and certificates, and have completed training requirements as listed below:

1. NYS Hazardous Materials Technician; and,
2. ICS 400 certification; and,
3. Fifty (50) hours of emergency management training; and,
4. Minimum of twenty-four (24) hours of NYS DHES grant training at the time of appointment; and,
5. NYS Emergency Medical Technician-Basic (or higher) certification attained within ten (10) years prior to appointment, or within one (1) year after appointment.

*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.

CHIEF OF FIRE RESCUE SERVICES 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(n) Assistant Chief of Fire Rescue Communications, Chief County Fire Marshal or Director of Emergency Preparedness for at least two (2) years or as a Coordinator of Emergency Medical Services in the Suffolk County Department of Fire Rescue and Emergency Services for at least three (3) years immediately preceding the written examination date.

Necessary Special Requirements

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. At the time of appointment, candidates are required to hold the following licenses and certificates, and have completed training requirements as listed below:

1. NYS Hazardous Materials Technician; and,
2. ICS 400 certification; and,
3. Fifty (50) hours of emergency management training; and,
4. Minimum of twenty-four (24) hours of NYS DHES grant training at the time of appointment; and,
5. NYS Emergency Medical Technician-Basic (or higher) certification attained within ten (10) years prior to appointment, or within one (1) year after appointment.

All employees hired after January 1, 1985, must successfully complete the required basic training program entitled Minimum Standards for Code Enforcement Personnel, established by the State of New York Fire Fighting and Code Enforcement Personnel Standards and Education Commission. The program must be completed in the appropriate time period as specified in the regulations, and upon completion, the required in-service training programs shall be attended as scheduled. Candidates must enroll and complete the NYS DHSES Emergency Management Certification and Training program (Tier 2) in the appropriate time period specified by regulations while employed in this title.

SAFETY OFFICER TRAINEE OC REQUIRES: Either: (a) Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree*; or, (b) Graduation from a standard senior high school or possession of a high school equivalency diploma, and four (4) years of experience in a position whose primary duties were concerned with employee safety, two (2) years of which must have included the development or implementation of employee safety or accident prevention programs; or, (c) An equivalent combination of education and experience as defined by the limits of (a) and (b), except that there will be no substitution for the two (2) years of experience in the development or implementation of employee safety or accident prevention programs.

Necessary Special Requirement

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.

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

WRITTEN TEST DATE: NOVEMBER 10, 2018

MANAGEMENT TECHNICIAN OC REQUIRES: Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree*.

*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: NOVEMBER 17, 2018

ASSESSMENT AIDE OC REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma.

Necessary Special Requirement

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.

ASSESSMENT CLERK OC REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma.

WRITTEN TEST DATE: DECEMBER 1, 2018

ADULT DAY CARE PROGRAM SUPERVISOR OC REQUIRES: Either: (a) Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree* in gerontology, social work, nursing, health or a 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 delivery of health, social, educational or community services, at least two (2) years of which must have involved working directly with a frail elderly population, 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.

ASSISTANT MANAGER OF DATA PROCESSING 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 Systems Analysis Supervisor, Information Services Project Manager, Principal Programmer Analyst, Director of Telecommunications or Geographic Information Systems Coordinator for at least two (2) years or as an Office Systems Analyst IV for at least four (4) years in the jurisdiction in which the candidate seeks promotion immediately preceding the written examination date.

CHIEF PLANNER (TRANSPORTATION) OC REQUIRES: (a) Graduation from a college with federally-authorized accreditation or registration by NY State with a Master's Degree* in Transportation Planning, and five (5) years of experience in transportation planning, three (3) years of which must have been in a supervisory capacity; or, (b) Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree* in Planning or Civil Engineering, and seven (7) years of experience in transportation planning, four (4) years of which must be in a supervisory capacity.

Note: Additional education* in transportation planning beyond a Bachelor's Degree may be substituted for non-supervisory experience on a year-for-year basis, up to a maximum of three (3) years.

*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.

DATA BASE MANAGER OC REQUIRES: Either: (a) Graduation from a college with federally-authorized accreditation or registration by NY State with a Master's Degree*, and three (3) years of experience in computer programming, including at least one (1) year in data base management and design; or, (b) Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree*, and five (5) years of experience in computer programming, including at least one (1) year in data base management and design; 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.

DATA CONTROL SPECIALIST OC REQUIRES: Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree* and three (3) years of experience in the supervision of a data control unit of a large data processing operation.

Note: Additional relevant experience may be substituted for education on a year-for-year basis up to a maximum of four (4) years.

*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.

DATA CONTROL SPECIALIST 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 Data Control Supervisor for at least two (2) years or as a Senior Office Applications

Specialist for at least three (3) years in the jurisdiction in which the candidate seeks promotion immediately preceding the written examination date.

DRUG COUNSELOR (OC) REQUIRES: Current certification from NYS Office of Alcohol and Substance Abuse Services (OASAS) as a Credentialed Alcoholism and Substance Abuse Counselor (CASAC)*, or possession of the requirements necessary to be designated as a Qualified Health Professional (QHP)* as defined in Title 14 NYCRR Part 800.3 (L), with one (1) year of experience or satisfactory completion of a training program in the treatment of substance use disorders.

Necessary Special Requirements

At time of appointment and during employment in this title, candidates are required to maintain status as a QHP. Depending on the nature of the assignment, at the time of appointment and throughout employment in this title, employees may be required to possess a valid license to operate a motor vehicle in New York State. Candidates may be subject to a background investigation.

*Please attach to the application a copy of your current Credentialed Alcoholism and Substance Abuse Counselor certification or satisfaction of requirements to be designated as a Qualified Health Professional.

DRUG COUNSELOR (SPANISH SPEAKING) OC REQUIRES: Current certification from NYS Office of Alcohol and Substance Abuse Services (OASAS) as a Credentialed Alcoholism and Substance Abuse Counselor (CASAC)*, or possession of the requirements necessary to be designated as a Qualified Health Professional (QHP)* as defined in Title 14 NYCRR Part 800.3 (L), with one (1) year of experience or satisfactory completion of a training program in the treatment of substance use disorders.

Necessary Special Requirements

At time of appointment and during employment in this title, candidates are required to maintain status as a QHP. Depending on the nature of the assignment, at the time of appointment and throughout employment in this title, employees may be required to possess a valid license to operate a motor vehicle in New York State. Candidates may be subject to a background investigation.

*Please attach to the application a copy of your current Credentialed Alcoholism and Substance Abuse Counselor certification or proof of satisfaction of requirements to be designated as a Qualified Health Professional.

INFORMATION TECHNOLOGY SECURITY COORDINATOR OC REQUIRES: (a) Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree* plus four (4) years of experience reviewing, evaluating, implementing and assuring compliance with information technology security programs and procedures; or, (b) Graduation from a standard high school or possession of a high school equivalency diploma plus eight (8) years of experience in information technology implementation and processing which includes at least four (4) years reviewing, evaluating, implementing and assuring compliance with information technology security programs and procedures; or, (c) An equivalent combination of education and experience as defined by the limits of (a) and (b).

Note: Additional computer-related education* beyond a Bachelor's Degree may be substituted for experience on a year-for-year basis to a maximum of two (2) years.

*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.

NETWORK AND SYSTEMS ADMINISTRATOR 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, and four (4) years of experience in the analysis, design and/or selection of information technology networks and systems; or, (b) Graduation from a standard senior high school or possession of a high school equivalency diploma, and eight (8) years of experience in the 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, five (5) years of the qualifying experience must have been gained within the last six (6) years.

*Please attach to the application a copy of your college transcript(s) or coursework from a non-degree-granting computer training institution which must have your name, college/school name, and date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

NETWORK AND SYSTEMS ADMINISTRATOR 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 Network and Systems Specialist II for at least two (2) years in the jurisdiction in which the candidate seeks promotion immediately preceding the written examination date.

OFFICE APPLICATIONS SPECIALIST OC REQUIRES: (a) Graduation from a college with federally-authorized accreditation or registration by NY State with an Associate's Degree* in a field related to office information systems and technologies, and two (2) years of experience in the utilization of software to create or design specialized forms, reports or models; 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 utilization of software to create or design specialized forms, reports or models; 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.

PLANNER (TRANSPORTATION) OC REQUIRES: Either; (a) Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree* in Planning or Civil Engineering and one (1) year of experience in transportation planning; or, (b) Graduation from a college with federally-authorized accreditation or registration by NY State with a Master's Degree* in Transportation Planning or Civil Engineering; or, (c) An equivalent combination of training 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.

PRINCIPAL PLANNER (TRANSPORTATION) OC REQUIRES: (a) Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's degree* in Planning or Civil Engineering, and five (5) years of experience in transportation planning, at least two (2) years of which must have been in a supervisory capacity or as a project manager; or, (b) Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's degree*, and six (6) years of experience in transportation planning, at least two (2) years of which must have been in a supervisory capacity or as a project manager.

Note: Additional education* in transportation planning beyond a Bachelor's degree may be substituted for non-supervisory experience on a year-for-year basis, up to a maximum of two (2) years.

*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 PLANNER (TRANSPORTATION) 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 Planner (Transportation) for at least two (2) years in the jurisdiction in which the candidate seeks promotion immediately preceding the written examination date.

PRINCIPAL PROGRAMMER ANALYST 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 Technology, Computer Information Systems or Management Information Systems, and five (5) years of experience in systems analysis and computer programming, at least two (2) years of which must have been in a supervisory capacity; or, (b) Graduation from a college with federally-authorized accreditation or registration by NY State with an Associate's Degree* in Computer Science, Information Technology, Computer Information Systems or Management Information Systems, and seven (7) years of experience in systems analysis and computer programming, at least two (2) years of which must have been in a supervisory capacity; or, (c) Graduation from a standard senior high school or possession of a high school equivalency diploma, and nine (9) years of experience in systems analysis and computer programming, at least two (2) years of which must have been in a supervisory capacity; or, (d) An equivalent combination of education and experience as defined by the limits of (a), (b) and (c).

Note: Coursework in computer programming or computer technology* from a non-degree-granting computer training institution may be accepted based upon credit hour equivalence. *Please attach to the application a copy of your college transcript(s) or coursework from a non-degree-granting computer training institution 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 PROGRAMMER 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 Programmer Analyst or Data Processing Systems Coordinator for at least two (2) years or as a Computer Programming Supervisor for at least one (1) year in the jurisdiction in which the candidate seeks promotion immediately preceding the written examination date.

SPECIAL EDUCATION COORDINATOR (SPANISH SPEAKING) OC REQUIRES: Either:(a) Graduation from a college with federally-authorized accreditation or registration by NY State with a Master's Degree* in Special Education and three (3) years of experience in the field of Special Education, including at least one (1) year in early childhood special education/intervention; or, (b) Graduation from a college with federally-authorized accreditation or registration by NY State with a Master's Degree* in Psychology, Social Work, Speech Pathology, Occupational Therapy, Physical Therapy, or Nursing; and three (3) years of experience in case management, delivery of services to families or children, or in special education.

Necessary Special Requirement

At the time of appointment and throughout the term of employment, the employee must possess 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.

SYSTEMS ANALYSIS SUPERVISOR 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 in a Suffolk County Department as a Data Processing Systems Coordinator or Office Systems Analyst IV for at least two (2) years immediately preceding the written examination date.

TRAINING & EXPERIENCE – LAST FILING DATE: DECEMBER 5, 2018

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.

WRITTEN TEST DATE: DECEMBER 8, 2018

LIBRARY CLERK OC REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma.

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

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.
