ANNOUNCEMENTS:

EXAMINATION ANNOUNCEMENT SUMMARY
March 23, 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:

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.suffolkcounty.ny.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, 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 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.

CHIEF OFFICE ASSISTANT PR
Please be advised that the CHIEF OFFICE ASSISTANT examination will no longer be offered. All employees who would have qualified to take the CHIEF OFFICE ASSISTANT promotional examination, other than Secretarial Assistant, will now qualify to promote to the title of ADMINISTRATIVE ASSISTANT. Any Secretarial Assistants found to be functioning at the level of an Administrative Assistant will be reclassified based on “Comparability”. No further testing will be required. Secretarial Assistants will also be eligible for appointment to any vacant Administrative Assistant positions without further testing.

If you would like to take the ADMINISTRATIVE ASSISTANT examination, please click on the “Current List of Examinations” on the Department of Human Resources, Personnel and Civil Service website and choose the ADMINISTRATIVE ASSISTANT (Exam # 9-0902) promotional examination.

SECRETARIAL ASSISTANT PR
Please be advised that the SECRETARIAL ASSISTANT examination will no longer be offered. All employees who would have qualified to take the SECRETARIAL ASSISTANT promotional examination will now qualify to promote to the title of ADMINISTRATIVE ASSISTANT. SECRETARIAL ASSISTANTS are NOT eligible to take the ADMINISTRATIVE ASSISTANT examination on a promotional basis. However, they would be eligible for appointment to ADMINISTRATIVE ASSISTANT without further testing.

If you would like to take the ADMINISTRATIVE ASSISTANT examination, please click on the “Current List of Examinations” on the Department of Human Resources, Personnel and Civil Service website and choose the ADMINISTRATIVE ASSISTANT (Exam # 9-0902) promotional examination.

<table>
<thead>
<tr>
<th>LAST FILING DATE: MARCH 25, 2020</th>
<th>WRITTEN TEST DATE: APRIL 25, 2020</th>
<th>SPECIFICATION#</th>
<th>TITLE</th>
<th>ANNUAL SALARY</th>
</tr>
</thead>
<tbody>
<tr>
<td>3742 HUMAN RIGHTS INVESTIGATOR OC</td>
<td></td>
<td>$45,179</td>
<td>Grade 19</td>
<td></td>
</tr>
<tr>
<td>5752 INVESTIGATOR II OC</td>
<td></td>
<td>$49,538</td>
<td>Grade 21</td>
<td></td>
</tr>
<tr>
<td>5752 INVESTIGATOR II PR</td>
<td></td>
<td>$49,538</td>
<td>Grade 21</td>
<td></td>
</tr>
<tr>
<td>5757 INVESTIGATOR II (SPANISH SPEAKING) OC</td>
<td></td>
<td>$49,538</td>
<td>Grade 21</td>
<td></td>
</tr>
<tr>
<td>5757 INVESTIGATOR II (SPANISH SPEAKING) PR</td>
<td></td>
<td>$49,538</td>
<td>Grade 21</td>
<td></td>
</tr>
<tr>
<td>5753 INVESTIGATOR III PR</td>
<td></td>
<td>$53,740</td>
<td>Grade 23</td>
<td></td>
</tr>
<tr>
<td>5395 VEHICLE RECOVERY SPECIALIST OC</td>
<td></td>
<td>Usual Annual Salary $44,413**</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LAST FILING DATE: APRIL 1, 2020</th>
<th>WRITTEN TEST DATE: APRIL 25, 2020</th>
<th>SPECIFICATION#</th>
<th>TITLE</th>
<th>ANNUAL SALARY</th>
</tr>
</thead>
<tbody>
<tr>
<td>5171 TAXI AND TOW TRUCK LICENSING AND SAFETY INSPECTOR OC</td>
<td></td>
<td></td>
<td>Usual Annual Salary $44,413**</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LAST FILING DATE: APRIL 29, 2020</th>
<th>TRAINING &amp; EXPERIENCE</th>
<th>SPECIFICATION#</th>
<th>TITLE</th>
<th>ANNUAL SALARY</th>
</tr>
</thead>
<tbody>
<tr>
<td>0758 NETWORK AND SYSTEMS TECHNICIAN OC</td>
<td></td>
<td>0758 NETWORK AND SYSTEMS TECHNICIAN PR</td>
<td></td>
<td>Usual Annual Salary $38,000-$88,000**</td>
</tr>
<tr>
<td>0767 OFFICE SYSTEMS TECHNICIAN OC</td>
<td></td>
<td></td>
<td></td>
<td>$41,290</td>
</tr>
</tbody>
</table>

<p>| LAST FILING DATE: MARCH 25, 2020 | WRITTEN TEST DATE: MAY 2, 2020 |</p>
<table>
<thead>
<tr>
<th>SPECIFICATION#</th>
<th>TITLE</th>
<th>ANNUAL SALARY</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>0902</td>
<td>ADMINISTRATIVE ASSISTANT OC</td>
<td>$43,169**</td>
<td>18</td>
</tr>
<tr>
<td>0902</td>
<td>ADMINISTRATIVE ASSISTANT PR</td>
<td>$43,169**</td>
<td>18</td>
</tr>
<tr>
<td>(PLEASE SEE NOTES ABOVE)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>0028</td>
<td>CHIEF OFFICE ASSISTANT PR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0027</td>
<td>PRINCIPAL OFFICE ASSISTANT OC</td>
<td>$35,783**</td>
<td>14</td>
</tr>
<tr>
<td>0027</td>
<td>PRINCIPAL OFFICE ASSISTANT PR</td>
<td>$35,783**</td>
<td>14</td>
</tr>
<tr>
<td>0036</td>
<td>SECRETARIAL ASSISTANT PR</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

LAST FILING DATE: APRIL 1, 2020

<table>
<thead>
<tr>
<th>SPECIFICATION#</th>
<th>TITLE</th>
<th>ANNUAL SALARY</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>3720</td>
<td>LABOR TECHNICIAN OC</td>
<td>$41,290</td>
<td>17</td>
</tr>
<tr>
<td>3740</td>
<td>LABOR TECHNICIAN (SPANISH SPEAKING) OC</td>
<td>$41,290</td>
<td>17</td>
</tr>
<tr>
<td>7410</td>
<td>WATER TREATMENT PLANT OPERATOR TRAINEE OC</td>
<td>Usual Annual Salary $47,868**</td>
<td></td>
</tr>
</tbody>
</table>

LAST FILING DATE: APRIL 8, 2020

<table>
<thead>
<tr>
<th>SPECIFICATION#</th>
<th>TITLE</th>
<th>ANNUAL SALARY</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>1522</td>
<td>CARTOGRAPHER (PLANNING) PR</td>
<td>$70,470</td>
<td>30</td>
</tr>
<tr>
<td>2280</td>
<td>FORENSIC SCIENTIST TRAINEE OC</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1104</td>
<td>GEOGRAPHIC INFORMATION SYSTEMS MANAGER OC</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1104</td>
<td>GEOGRAPHIC INFORMATION SYSTEMS MANAGER PR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1106</td>
<td>GEOGRAPHIC INFORMATION SYSTEMS TECHNICIAN I OC</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1108</td>
<td>GEOGRAPHIC INFORMATION SYSTEMS TECHNICIAN II OC</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1114</td>
<td>GEOGRAPHIC INFORMATION SYSTEMS TECHNICIAN III OC</td>
<td></td>
<td></td>
</tr>
<tr>
<td>0563</td>
<td>INFORMATION SERVICES PROJECT MANAGER PR</td>
<td>$73,654</td>
<td>31</td>
</tr>
<tr>
<td>1124</td>
<td>MAPPING PRODUCTS DEVELOPER OC</td>
<td>$67,469</td>
<td>29</td>
</tr>
<tr>
<td>3182</td>
<td>SCHOOL LABORATORY ASSISTANT OC</td>
<td>Usual Annual Salary $44,382**</td>
<td></td>
</tr>
</tbody>
</table>

LAST FILING DATE: APRIL 15, 2020

<table>
<thead>
<tr>
<th>SPECIFICATION#</th>
<th>TITLE</th>
<th>ANNUAL SALARY</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>0575</td>
<td>DATA CONTROL SUPERVISOR OC</td>
<td>Usual Annual Salary $50,000**</td>
<td></td>
</tr>
</tbody>
</table>

LAST FILING DATE: APRIL 22, 2020

<table>
<thead>
<tr>
<th>SPECIFICATION#</th>
<th>TITLE</th>
<th>ANNUAL SALARY</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>0145</td>
<td>TAX CASHIER OC</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

LAST FILING DATE: APRIL 15, 2020

<table>
<thead>
<tr>
<th>SPECIFICATION#</th>
<th>TITLE</th>
<th>ANNUAL SALARY</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>5531</td>
<td>DEPUTY SHERIFF I OC</td>
<td>$30,000 (Per Contract Effective through 12/31/18)</td>
<td></td>
</tr>
</tbody>
</table>

LAST FILING DATE: JUNE 24, 2020

<table>
<thead>
<tr>
<th>SPECIFICATION#</th>
<th>TITLE</th>
<th>ANNUAL SALARY</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>3003</td>
<td>CASEWORKER TRAINEE (SPANISH SPEAKING) OC</td>
<td>$41,290</td>
<td>17</td>
</tr>
</tbody>
</table>

APPLICATIONS ARE ACCEPTED AND ADDED CONTINUALLY FOR THE FOLLOWING TITLES:

<table>
<thead>
<tr>
<th>SPECIFICATION#</th>
<th>TITLE</th>
<th>ANNUAL SALARY</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>2670</td>
<td>EMERGENCY MEDICAL TECHNICIAN (BASIC) OC</td>
<td>Usual Annual Salary $37,000-60,000**</td>
<td></td>
</tr>
<tr>
<td>2673</td>
<td>EMERGENCY MEDICAL TECHNICIAN (CRITICAL CARE) OC</td>
<td>Usual Annual Salary $37,000-60,000**</td>
<td></td>
</tr>
<tr>
<td>2674</td>
<td>EMERGENCY MEDICAL TECHNICIAN (PARAMEDIC) OC</td>
<td>Usual Annual Salary $37,000-60,000**</td>
<td></td>
</tr>
<tr>
<td>2641</td>
<td>MEDICAL SERVICES SPECIALIST OC</td>
<td>Annual Salary $68,460</td>
<td>23 Step 6</td>
</tr>
<tr>
<td>2020</td>
<td>PUBLIC HEALTH NURSE I OC</td>
<td>$59,404</td>
<td>21 Step 3</td>
</tr>
</tbody>
</table>
HUMAN RIGHTS INVESTIGATOR OC REQUIRES: Either: (a) Graduation from a college with federally-authorized accreditation or registration by NY State with an Associate’s Degree*; or, (b) Graduation from a standard senior high school or possession of a high school equivalency diploma, and two (2) years of investigative experience; or, (c) An equivalent combination of education and experience as defined by the limits of (a) and (b).

Necessary Special Requirement
Possession of a valid New York State driver's license at time of appointment; appointees must maintain a valid license throughout employment 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.

INVESTIGATOR I OC REQUIRES: Either: (a) Graduation from a college with federally-authorized accreditation or registration by NY State with a minimum of an Associate’s Degree* in Criminal Justice or a related field; or, (b) Graduation from a standard senior high school or possession of a high school equivalency diploma, and two (2) years of investigative experience; or, (c) An equivalent combination of education and experience as defined by the limits of (a) and (b).

Note: Qualifying experience is defined as any investigative experience including investigating or evaluating claims for assistance, benefits, insurance, need for services, etc.

Necessary Special Requirements
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. Within six (6) months, employees hired after 3/18/97 must obtain a New York State Notary Public License. The license must be maintained throughout employment 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.

INVESTIGATOR I (SPANISH SPEAKING) OC REQUIRES: Either: (a) Graduation from a college with federally-authorized accreditation or registration by NY State with a minimum of an Associate’s Degree* in Criminal Justice or a related field; or (b) Graduation from a standard senior high school or possession of a high school equivalency diploma, and two (2) years of investigative experience; or, (c) An equivalent combination of education and experience as defined by the limits of (a) and (b).

Note: Qualifying experience is defined as any investigative experience including investigating or evaluating claims for assistance, benefits, insurance, need for services, etc.

Necessary Special Requirements
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. Within six (6) months, employees hired after 3/18/97 must obtain a New York State Notary Public License. The license must be maintained throughout employment 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.

INVESTIGATOR II OC REQUIRES: Either: (a) Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree* in Criminal Justice or a related field, and one (1) year of investigative experience; or, (b) Graduation from a standard senior high school or possession of a high school equivalency diploma, and five (5) years of investigative experience; or, (c) An equivalent combination of education and experience as defined by the limits of (a) and (b).

Note: Investigative experience is defined as any investigative experience involving the investigation and development of charges leading toward civil proceedings or criminal prosecution.

Necessary Special Requirements
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. Within six (6) months, employees hired after 4/7/88 must obtain a Notary Public License. Possession of the license must be maintained throughout employment in the 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.

INVESTIGATOR 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 an Investigator I or Investigator I (Spanish Speaking) in the jurisdiction in which the candidate seeks promotion for at least two (2) years in the jurisdiction in which the candidate seeks promotion for immediately preceding the written examination date.

Necessary Special Requirements
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. Within six (6) months, employees hired after 4/7/88 must obtain a Notary Public License. Possession of the license must be maintained throughout employment in this title.
INVESTIGATOR II (SPANISH SPEAKING) OC REQUIRES: Either: (a) Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree in Criminal Justice or a related field, and one (1) year of investigative experience; or, (b) Graduation from a standard senior high school or possession of a high school equivalency diploma, and two (2) years of investigative experience; or, (c) An equivalent combination of education and experience as defined by the limits of (a) and (b).
Note: Investigative experience is defined as experience involving the investigation and development of charges leading toward civil proceedings or criminal prosecution.

Necessary Special Requirements
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. Within six (6) months, employees hired after 4/7/88 must obtain a Notary Public License. Possession of the license must be maintained throughout employment in the 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.

INVESTIGATOR II (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 an Investigator I or Investigator I (Spanish Speaking) in the jurisdiction in which the candidate seeks promotion for at least two (2) years in the jurisdiction in which the candidate seeks promotion for immediately preceding the written examination date.

Necessary Special Requirements
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. Within six (6) months, employees hired after 4/7/88 must obtain a Notary Public License. Possession of the license must be maintained throughout employment in the title.

INVESTIGATOR III 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 Investigator II or Investigator II (Spanish Speaking) for at least two (2) years or as an Investigator I or Investigator I (Spanish Speaking) for at least four (4) years in the jurisdiction in which the candidate seeks promotion immediately preceding the written examination date.

Necessary Special Requirements
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. Within six (6) months, employees hired after 4/7/88 must obtain a Notary Public License. Possession of the license must be maintained throughout employment in the title.

TAXI AND TOW TRUCK LICENSING AND SAFETY INSPECTOR OC REQUIRES: Either: (a) Graduation from a standard senior high school, or vocational school in a job related field, or possession of a high school equivalency diploma, and two (2) years of experience in inspection or code enforcement work; or (b) Six (6) years of experience as described above; or, (c) An equivalent combination of education and experience as defined by the limits of (a) and (b).

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, or otherwise demonstrate their capacity to meet the transportation requirements of the job.

VEHICLE RECOVERY SPECIALIST OC REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma and two (2) years of experience examining, investigating or evaluating documentation for conformance with established criteria.
Note: Additional education* from a college with federally-authorized accreditation or registration by NY State will be substituted for experience on a year-for-year basis.

Necessary Special Requirements
Within six (6) months of appointment, employees must complete the National Insurance Crime Bureau course “Examining Vehicles in the Field” or an equivalent course to be determined by the appointing authority. 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 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 29, 2020
**************************************************

NETWORK AND SYSTEMS TECHNICIAN OC REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma, and two (2) years of experience in a position working with information technology equipment. At least one (1) year of experience must include system installation, configuration, evaluation and trouble-shooting.
Notes: Additional education* from a college with federally-authorized accreditation or registration by NY State, which includes six (6) credits per year in information technology or computer science, may be substituted on a year-for-year basis for all experience. Coursework in information technology* from a non-degree-granting computer training institution may be accepted based upon credit hour equivalency.
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 college transcript(s) or coursework in information technology from a non-degree-granting computer training institution. These documents 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 TECHNICIAN 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 Technical Support Representative for at least two (2) years in the jurisdiction in which the candidate seeks promotion immediately preceding the last filing date.

OFFICE SYSTEMS TECHNICIAN OC REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma, and two (2) years of experience in a position working with information technology equipment. At least one (1) year of experience must include system installation, configuration, evaluation and trouble-shooting.
Notes: Additional education* from a college with federally-authorized accreditation or registration by NY State, which includes six (6) credits per year in information technology or computer science, may be substituted on a year-for-year basis for all experience.
Coursework in information technology* from a non-degree-granting computer training institution may be accepted based upon credit hour equivalency.
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 college transcript(s) or coursework in information technology from a non-degree-granting computer training institution. These documents 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.

*******************************************************************************

WRITTEN TEST DATE: MAY 2, 2020

ADMINISTRATIVE ASSISTANT OC REQUIRES: Either: (a) Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor’s Degree* and one (1) year of office administrative experience; or, (b) Graduation from a standard senior high school or possession of a high school equivalency diploma, and five (5) years of office administrative experience; 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.

ADMINISTRATIVE ASSISTANT 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 Personnel Transactions Supervisor, Principal Account Clerk, Principal Legal Secretary, Principal Library Clerk, Principal Office Assistant, Principal Stenographer, Senior Police Operations Aide or Senior School Substitute Coordinator for at least two (2) years in the jurisdiction in which the candidate seeks promotion immediately preceding the written examination date.

PRINCIPAL OFFICE ASSISTANT OC REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma and four (4) 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 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 (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.

PRINCIPAL OFFICE ASSISTANT 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 Medical Records Clerk, Medical Records Clerk (Spanish Speaking), Real Property Recorder III, Senior Clerk, Senior Data Entry Operator, Senior Legal Secretary, Senior Library Clerk, Senior Office Assistant, Senior Office Assistant (Spanish Speaking) or Senior Stenographer for at least two (2) years or as a Personnel Transactions Clerk or Real Property Recorder II for at least three (3) years in the jurisdiction in which the candidate seeks promotion immediately preceding the written examination date.
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 (1) month of appointment; employees must maintain this certification while employed in this title.

*******************************************************************************
WRITTEN TEST DATE: MAY 9, 2020

LABOR TECHNICIAN 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 recognized by the New York State Education Department, and four (4) years of experience in personnel selection or placement, vocational or mental health counseling, business or public administration, or fieldwork supervision; or, (c) An equivalent combination of education and experience as defined by the limits of (a) and (b).

Necessary Special Requirement
At the time of appointment and during employment in this title, candidates must possess a valid New York State driver’s license.
*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.

LABOR TECHNICIAN (SPANISH SPEAKING) 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 recognized by the New York State Education Department, and four (4) years of experience in personnel selection or placement, vocational or mental health counseling, business or public administration, or fieldwork supervision; or, (c) An equivalent combination of education and experience as defined by the limits of (a) and (b).

Necessary Special Requirement
At the time of appointment and during employment in this title, candidates must possess a valid New York State driver’s license.
*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.

WATER TREATMENT PLANT OPERATOR TRAINEE OC REQUIRES: Graduation from high school or possession of a high school equivalency diploma.

WRITTEN TEST DATE: MAY 16, 2020

CARTOGRAPHER (PLANNING) 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 Assistant Cartographer (Planning) in the jurisdiction in which the candidate seeks promotion for at least two (2) years in the jurisdiction in which the candidate seeks promotion for immediately preceding the written examination date.

DATA CONTROL SUPERVISOR OC REQUIRES: Either: Graduation from a college with federally-authorized accreditation or registration by New York State with a Bachelor’s Degree* in Computer Science, Information Technology or a related field, or; Graduation from a college with federally-authorized accreditation or registration by New York State with an Associate's Degree*, and two (2) years of experience in a data processing environment which has included diagnosing, tracking and resolving end-user problems and/or controlling the flow and sequence of work; or, Graduation from a standard senior high school or possession of a high school equivalency diploma, and four (4) years of experience in a data processing environment which has included diagnosing, tracking and resolving end-user problems and/or controlling the flow and sequence of work; or, An equivalent combination of education and experience as defined by the limits of (a),(b) and (c).
*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.

FORENSIC SCIENTIST TRAINEE OC REQUIRES: Biological Sciences Specialty: Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree* in one of the natural or forensic sciences, which includes or is supplemented by three (3) credit hours in biochemistry, three (3) credit hours in genetics, three (3) credit hours in molecular biology, and three (3) credit hours in either statistics or population genetics.

All Other Specialties: Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor’s Degree* in one of the natural or forensic sciences, which includes or is supplemented by sixteen (16) credit hours in chemistry.

Necessary Special Requirements:
Depending upon assignment, possession of a professional license and registration, issued by the New York State Education Department, as a Clinical Laboratory Technologist will be required. Candidate must maintain the license throughout employment in the assignment. 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. Candidates will be subject to a background investigation.
*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.
GEOGRAPHIC INFORMATION SYSTEMS MANAGER OC REQUIRES: Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor’s degree* and four (4) years of experience in the application of Geographic Information System technology, at least one (1) year which must have been in a supervisory capacity.
Notes: Experience in computer-aided drafting, computer-aided design, computer-aided map drafting, or with a Geographic Information System may be substituted for education on a year-for-year basis. Education* beyond high school in computer science 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 one (1) year.
*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.

GEOGRAPHIC INFORMATION SYSTEMS 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 Geographic Information Systems Supervisor in the jurisdiction in which the candidate seeks promotion for at least two (2) years in the jurisdiction in which the candidate seeks promotion for immediately preceding the written examination date.

GEOGRAPHIC INFORMATION SYSTEMS TECHNICIAN I OC REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma, and two (2) years of experience in computer-aided drafting, computer-aided design, computer-aided map drafting, or with a Geographic Information System.
Notes: Education* beyond high school in geography, planning, cartography, the natural or environmental sciences, or a related field from a college with federally-authorized accreditation or registration by NY State may be substituted for experience on a year-for-year basis.
Education* beyond high school in computer science 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 maximum one (1) year.
*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.

GEOGRAPHIC INFORMATION SYSTEMS TECHNICIAN II OC REQUIRES Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor’s degree* in geography, planning, cartography, the natural or environmental sciences, or a related field.
Notes: Experience in computer-aided drafting, computer-aided design, computer-aided map drafting, or with a Geographic Information System may be substituted for education on a year-for-year basis to a maximum of four (4) years. Candidates must have graduated from a standard high school or possess a high school equivalency diploma.
*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.

GEOGRAPHIC INFORMATION SYSTEMS TECHNICIAN 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 Geographic Information Systems Technician I in the jurisdiction in which the candidate seeks promotion for at least two (2) years in the jurisdiction in which the candidate seeks promotion for immediately preceding the written examination date.

GEOGRAPHIC INFORMATION SYSTEMS TECHNICIAN III OC REQUIRES: Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor’s degree* in geography, planning, cartography, the natural or environmental sciences, or a related field plus (2) years of experience in computer-aided drafting, computer-aided design, computer-aided map drafting, or with a Geographic Information System.
Notes: Additional experience in computer-aided drafting, computer-aided design, computer-aided map drafting, or with a Geographic Information System may be substituted for education on a year-for-year basis up to a maximum of four (4) years. Candidates must have graduated from a standard high school or possess a high school equivalency diploma.
Additional graduate education in a relevant field will be substituted for experience on a year-for-year basis up to a maximum of one (1) year.
*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.

GEOGRAPHIC INFORMATION SYSTEMS TECHNICIAN III 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 Geographic Information Systems Technician II in the jurisdiction in which the candidate seeks promotion for at least two (2) years in the jurisdiction in which the candidate seeks promotion for immediately preceding the written examination date.
INFORMATION SERVICES PROJECT 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 Data Base Manager, Principal Business Intelligence Systems Developer, Principal Programmer Analyst, Systems Analysis Supervisor, Systems Analysis Supervisor (Criminal Justice) or Systems Analysis Supervisor (Social Services) for at least one (1) year or as a(n) Data Processing Systems Coordinator, Information Technology Project Coordinator or Office Systems Analyst IV for at least two (2) years in the jurisdiction in which the candidate seeks promotion immediately preceding the last filing date.

MAPPING PRODUCTS DEVELOPER OC REQUIRES: Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor’s Degree* in Computer Technology or a related field, and six (6) years of experience in database design and/or database programming, at least one (1) year of which must have been utilizing a Geographic Information System. In addition, at least two (2) years of the above experience must be in a supervisory position.

Note: Because of the rapid evolution in this field, three (3) years of 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 date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

SCHOOL LABORATORY ASSISTANT OC REQUIRES: Graduation from a New York State or Regionally accredited college or university with a Bachelor’s Degree*, twelve (12) credits of which must have been in a laboratory science.
*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: MAY 30, 2020

TAX CASHIER REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma, and one (1) year of experience in the maintenance of financial records and accounts, the receipt and recording of property tax payments, or in the maintenance of assessment records.

WRITTEN TEST DATE: JUNE 6, 2020

DEPUTY SHERIFF I 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 and 6 months old on or before the date of the written test. Pursuant to Section 54 of Civil Service Law, applicants 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 Deputy Sheriff I begins when the candidate reaches age 20. Candidates who reach their 35th birthday before the date of the written exam are not eligible except as follows: Candidates may have a period of active military duty, up to seven 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: Possession of a valid New York State driver’s license at the time of appointment.

Residence Requirement: There are no residence requirements to compete in this examination. However, pursuant to local law, only Suffolk County residents are eligible for appointment. To be deemed a resident of Suffolk County, an applicant must have been a legal resident of Suffolk County at the time of certification for appointment and for at least 90 calendar days prior thereto.

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.

Citizenship Requirement: Candidates must be United States citizens 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: AUGUST 1, 2020

CASEWORKER TRAINEE (SPANISH SPEAKING) OC REQUIRES: Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor’s Degree*. Candidates 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 June 30, 2020 will be disqualified from the competition and all pending candidates passing the examination must furnish proof that degree requirements were completed by this date.

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 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.
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.

***************