ANNOUNCES:

EXAMINATION ANNOUNCEMENT SUMMARY
February 22, 2021

PUBLIC NOTICE
This is a summary of forthcoming examinations. Applicants are advised to see the official examination announcement for complete details. For the most current examination announcement information, please go to our website at: http://www.suffolkcountyny.gov/Departments/Civil-Service and select “Current List of Exams.”

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

WANT TO GET ON OUR MAILING LIST?
Anyone interested in receiving this Announcement Summary by email may go to: http://eupdates.suffolkcountyny.gov/lists/?p=subscribe&id=1 and subscribe to the e-updates for the civil service examination summary. When a new summary is released, you will receive an e-mail notification.

DEPARTMENT LOCATION
The Suffolk County Department of Human Resources, Personnel and Civil Service maintains its principal office at 725 Veterans Memorial Highway, William J. Lindsay Complex, Building #158, Hauppauge, NY. Mailing Address: P.O. Box 6100, Hauppauge, NY 11788-0099 Telephone: 631-853-5500 Fax: 631-853-6370

WEBSITE
Candidates for all examinations may file on our website. (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.

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

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

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

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

LAST FILING DATE: JANUARY 13, 2021
SPECIFICATION #: TITLE
2014 REGISTERED NURSE SUPERVISOR (CLINIC) OC

LAST FILING DATE: FEBRUARY 3, 2021
SPECIFICATION #: TITLE
0944 DIRECTOR OF MUNICIPAL HEALTH PLAN OC

LAST FILING DATE: JANUARY 27, 2021
SPECIFICATION #: TITLE
5030 POLICE CHIEF (TOWNS AND VILLAGES) TYPE A OC
5031 POLICE CHIEF (TOWNS AND VILLAGES) TYPE B OC
5033 POLICE CHIEF (VILLAGE OF LLOYD HARBOR) PR
5034 POLICE CHIEF (VILLAGE OF WESTHAMPTON BEACH) PR
5035 POLICE CHIEF (VILLAGE OF AMITYVILLE) PR

LAST FILING DATE: MARCH 17, 2021
SPECIFICATION #: TITLE
2305 OCCUPATIONAL THERAPIST OC
7465 WASTEWATER TREATMENT PLANT OPERATOR (3A) OC
7465 WASTEWATER TREATMENT PLANT OPERATOR (3A) PR

LAST FILING DATE: FEBRUARY 10, 2021
SPECIFICATION #: TITLE
5504 CORRECTION OFFICER III PR
5506 CORRECTION OFFICER IV PR
5508 DEPUTY WARDEN PR
0415 EMPLOYEE BENEFITS SUPERVISOR OC

LAST FILING DATE: MARCH 17, 2021
SPECIFICATION #: TITLE
5543 CHIEF OF STAFF (SHERIFF) PR

APPLICATIONS ARE ACCEPTED AND ADDED CONTINUALLY FOR THE FOLLOWING TITLES:
SPECIFICATION #: TITLE
2670 EMERGENCY MEDICAL TECHNICIAN (BASIC) OC
2673 EMERGENCY MEDICAL TECHNICIAN
**SALARIES VARY BY JURISDICTION**

**Salary effective 1/1/20**

**Usual Annual Salary $37,000-60,000**

**2674** EMERGENCY MEDICAL TECHNICIAN (PARAMEDIC) OC

**Usual Annual Salary $37,000-60,000**

**2641** MEDICAL SERVICES SPECIALIST OC

**Annual Salary $68,460  Grade 23 Step 6**

**2020** PUBLIC HEALTH NURSE I OC

**$59,404  Grade 21 Step 3**

**Last Filing Date: February 3, 2020**

**WRITTEN TEST DATE: MARCH 6, 2021**

**Training & Experience-Last Filing Date: January 13, 2020**

REGISTERED NURSE SUPERVISOR (CLINIC) OC REQUIRES: Four (4) years of experience as a Registered Nurse, two (2) years of which must have been in ambulatory care.

**Necessary Special Requirement**

Candidates must possess a Registered Nurse license issued by the State of New York. Current registration must be maintained throughout the term of employment.

*Please attach to the application a copy of your current New York State Registered Nurse license.*

**Training & Experience-Last Filing Date: February 3, 2020**

DIRECTOR OF MUNICIPAL HEALTH PLAN OC REQUIRES: Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree in Business Administration, Finance, Accounting or a related field, plus five (5) years of public or private sector management-level experience in the administration of a health benefits program, which includes at least two (2) years of high level analysis of major medical and hospitalization health benefits and claims analysis and reporting.

**Written Test Date: March 6, 2021**

POLICE CHIEF (TOWNS AND VILLAGES) TYPE A OC REQUIRES: Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree*, and ten (10) years of experience as a police officer in New York State. Experience must include at least one (1) year participating in, or in the oversight of, the policing of marinas and waterways. At least two (2) years of experience must be at an administrative level with responsibility for policy and procedural review, and participation in budget preparation and personnel functions, including contract negotiations, internal investigations, employee discipline and training.

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

POLICE CHIEF (TOWNS AND VILLAGES) TYPE B OC REQUIRES: Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree*, and ten (10) years of experience as a police officer in New York State. Experience must include at least one (1) year participating in, or in the oversight of, the policing of marinas and waterways. At least two (2) years of experience must be at an administrative level with responsibility for policy and procedural review, and participation in budget preparation and personnel functions, including contract negotiations, internal investigations, employee discipline and training.

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

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

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

POLICE CHIEF (VILLAGE OF AMITYVILLE) PR REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as a Police Sergeant in the Village of Amityville for at least three (3) years immediately preceding the written examination date.
OCCUPATIONAL THERAPIST OC REQUIRES: Possession of a registered Occupational Therapist license* issued by the New York State Department of Education; and maintenance of such license during the term of employment in this position.

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

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

WASTEWATER TREATMENT PLANT OPERATOR (3A) OC REQUIRES: Possession of a Type 3A or 4A Wastewater Treatment Plant Operator's certificate* issued by the New York State Department of Environmental Conservation.

Necessary Special Requirements
Candidates must maintain a Grade 3A or 4A Certificate, issued by the New York State Department of Environmental Conservation, while employed in this title. Depending upon the assignment, at the time of appointment and during employment in this title, employees may be required to possess a valid license to operate a motor vehicle in New York State.

*Please attach to the application a copy of your Type 3A or 4A Wastewater Treatment Plant Operator’s certificate issued by the New York State Department of Environmental Conservation.

WASTEWATER TREATMENT PLANT OPERATOR (3A) PR REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent status as a Senior Wastewater Treatment Plant Helper for at least two (2) years or as a Wastewater Treatment Plant Helper for at least four (4) years in the jurisdiction in which the candidate seeks promotion immediately preceding the last filing date.

Note: Candidates must possess a Type 3A or 4A Wastewater Treatment Plant Operator's certificate, issued by the New York State Department of Environmental Conservation.

Necessary Special Requirements
Candidates must maintain a Grade 3A or 4A Certificate, issued by the New York State Department of Environmental Conservation, while employed in this title. Depending upon the assignment, at the time of appointment and during employment in this title, employees may be required to possess a valid license to operate a motor vehicle in New York State.

Corruption Officer III PR REQUIRES: To be eligible to compete in this examination, a candidate must now be serving as a permanent or contingent permanent Correction Officer II in the Suffolk County Sheriff’s Department. To be eligible for appointment, all passing candidates must have completed two (2) years of continuous service as a permanent or contingent permanent Correction Officer II in the Suffolk County Sheriff’s Office.

Correction Officer IV PR REQUIRES: To be eligible to compete in this examination, a candidate must now be serving as a permanent or contingent permanent Correction Officer III in the Suffolk County Sheriff’s Office. To be eligible for appointment, all passing candidates must have completed two (2) years of continuous service as a permanent or contingent permanent Correction Officer III in the Suffolk County Sheriff’s Office.

Deputy Warden PR REQUIRES: To be eligible to compete in this examination, a candidate must now be serving as a permanent or contingent permanent Correction Officer IV or Correction Officer III in the Suffolk County Sheriff’s Office. To be eligible for appointment, all passing candidates must have completed one (1) year of continuous service as a permanent or contingent permanent Correction Officer IV or three (3) years of continuous service as a permanent or contingent permanent Correction Officer III in the Suffolk County Sheriff’s Office.

Employee Benefits Supervisor OC REQUIRES: Either: a) Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree, and three (3) years of supervisory or administrative experience in an administrative unit performing comprehensive employee benefit functions; or, b) Graduation from a standard senior high school or possession of a high school equivalency diploma, and seven (7) years of experience as described in a); or, c) An equivalent combination of education and experience as defined by the limits of a) and b).

Chief of Staff (Sheriff) PR REQUIRES: To be eligible to participate in this written test, a candidate must now be serving
and have served on a continuous basis with permanent or contingent permanent competitive status as a: a) Deputy Sheriff IV for one (1) year or Deputy Sheriff III for three (3) years immediately preceding the written test date; or, b) Deputy Warden or Correction Officer IV. Pursuant to the consent decree entered in the matter of Bellows v. Suffolk County, candidates holding permanent status in these titles are eligible to compete in the written test. The names of successful candidates shall not be certified for appointment until they satisfy the minimum service time as follows:

To be eligible for appointment, a Deputy Warden must complete one (1) year of permanent or contingent permanent competitive status as such and a Correction Officer IV must complete three (3) years of permanent or contingent permanent competitive status as such in the Suffolk County Sheriff’s Office.

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.

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