

SUFFOLK COUNTY DEPARTMENT OF

CIVIL SERVICE



Steven Bellone
Suffolk County Executive

ANNOUNCES:

EXAMINATION ANNOUNCEMENT SUMMARY JANUARY 15, 2019

PUBLIC NOTICE

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

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

WANT TO GET ON OUR MAILING LIST?

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

DEPARTMENT LOCATION

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

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

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

INTERNET

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

APPLICATION PROCESSING FEE

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

APPLICATION FEE WAIVER

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

CANDIDATE SCHEDULING INFORMATION

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

OPEN FILING SYSTEM

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

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

SUBSTITUTE SCHOOL CROSSING GUARDS

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

LAST FILING DATE: JANUARY 16, 2019

SPECIFICATION# TITLE

0778 BUSINESS INTELLIGENCE SYSTEMS DEVELOPER OC
0516 DATA BASE COORDINATOR OC

0516 DATA BASE COORDINATOR PR

2533 PSYCHIATRIST III OC

TRAINING & EXPERIENCE

ANNUAL SALARY

\$54,438 Grade 24
\$50,271 Grade 22
Usual Annual Salary \$70,202**
\$50,271 Grade 22
Usual Annual Salary \$70,202**
\$96,994 Grade 38

LAST FILING DATE: JANUARY 30, 2019

SPECIFICATION# TITLE

0766 OFFICE SYSTEMS ANALYST I OC
0766 OFFICE SYSTEMS ANALYST I PR

TRAINING & EXPERIENCE

ANNUAL SALARY

\$44,083 Grade 19
\$44,083 Grade 19

LAST FILING DATE: FEBRUARY 20, 2019

SPECIFICATION# TITLE

2305 OCCUPATIONAL THERAPIST OC

TRAINING & EXPERIENCE

ANNUAL SALARY

Usual Annual Salary \$40,498-\$77,644**

LAST FILING DATE: JANUARY 23, 2019

SPECIFICATION# TITLE

5074 AIRPORT SECURITY DIRECTOR OC
7650 ASSISTANT DIRECTOR OF OPERATIONS AND
MAINTENANCE (SEWER DISTRICT) OC
7442 ASSISTANT WATER DISTRICT SUPERINTENDENT
(TYPE 1B TREATMENT FACILITY) OC
7085 COLLEGE PUBLIC SAFETY OFFICER II
4258 COUNTY PARKS SUPERINTENDENT PR
7656 DIRECTOR OF OPERATIONS (SEWER DISTRICT) PR
4246 PARK SUPERVISOR I OC
4246 PARK SUPERVISOR I PR
4247 PARK SUPERVISOR II OC
4247 PARK SUPERVISOR II PR
5030 POLICE CHIEF (VILLAGE OF NORTHPORT) PR
0207 PRINCIPAL ACCOUNT CLERK OC
0207 PRINCIPAL ACCOUNT CLERK PR
0206 SENIOR ACCOUNT CLERK OC
0206 SENIOR ACCOUNT CLERK PR
0213 SENIOR ACCOUNT CLERK TYPIST OC
0213 SENIOR ACCOUNT CLERK TYPIST PR
4257 SENIOR COUNTY PARKS SUPERINTENDENT PR
7475 SENIOR WASTEWATER TREATMENT
PLANT OPERATOR (3A) OC

WRITTEN TEST DATE: MARCH 2, 2019

ANNUAL SALARY

Annual Salary \$90,000

\$65,824 Grade 29

Usual Annual Salary \$87,000-\$93,636)**
\$36,775 Grade 15
\$63,110 Grade 28
\$60,526 Grade 27
\$36,775 Grade 15
\$33,565 Grade 15
\$44,083 Grade 19
\$44,083** Grade 19
Usual Annual Salary \$212,500
\$40,272** Grade 17
\$40,272** Grade 17
\$34,896** Grade 14
\$34,896** Grade 14
\$34,896** Grade 14
\$34,896** Grade 14
\$71,853 Grade 31

\$42,125 Grade 18
Usual Annual Salary \$55,961**

7475	SENIOR WASTEWATER TREATMENT PLANT OPERATOR (3A) PR	\$42,125**	Grade 18
7451	WATER DISTRICT SUPERINTENDENT (TYPE 1B TREATMENT FACILITY) OC	Usual Annual Salary \$95,000**	

LAST FILING DATE: FEBRUARY 6, 2019

<u>SPECIFICATION#</u>	<u>TITLE</u>
5030	POLICE CHIEF (VILLAGE OF LLOYD HARBOR) OC

WRITTEN TEST DATE: MARCH 2, 2019

<u>ANNUAL SALARY</u>
Annual Salary \$200,000

LAST FILING DATE: FEBRUARY 6, 2019

<u>SPECIFICATION#</u>	<u>TITLE</u>
1283	AGRONOMIST OC
9077	COLLEGE ASSISTANT DIRECTOR FOR EMPLOYEE RESOURCES OC
0404	PRINCIPAL PERSONNEL ANALYST PR
2621	SENIOR PUBLIC HEALTH EDUCATOR PR
1280	SOIL DISTRICT TECHNICIAN OC
2622	SUPERVISING PUBLIC HEALTH EDUCATOR PR

WRITTEN TEST DATE: MARCH 16, 2019

<u>ANNUAL SALARY</u>	
\$46,093	Grade 20
Annual Salary \$97,596	
\$63,110	Grade 28
\$50,295	Grade 22
\$42,125	Grade 18
\$59,221	Grade 26

LAST FILING DATE: FEBRUARY 20, 2019

<u>SPECIFICATION#</u>	<u>TITLE</u>
0220	ACCOUNTANT TRAINEE OC
0230	AUDITOR TRAINEE OC
0232	SENIOR AUDITOR PR

WRITTEN TEST DATE: MARCH 16, 2019

<u>ANNUAL SALARY</u>	
\$40,271**	Grade 17
\$40,271**	Grade 17
\$54,419	Grade 24

LAST FILING DATE: MARCH 13, 2019

<u>SPECIFICATION#</u>	<u>TITLE</u>
5501	CORRECTION OFFICER I OC

WRITTEN TEST DATE: APRIL 27, 2019

<u>ANNUAL SALARY</u>
\$30,000*

LAST FILING DATE: APRIL 3, 2019

<u>SPECIFICATION#</u>	<u>TITLE</u>
5002	POLICE OFFICER OC
5006	POLICE OFFICER (SPANISH SPEAKING) OC

WRITTEN TEST DATE: JUNE 15, 2019

<u>ANNUAL SALARY</u>
\$42,000**
(Salary at top step - \$111,506)
\$42,000**
(Salary at top step - \$111,506)

APPLICATIONS ARE ACCEPTED AND ADDED CONTINUALLY FOR THE FOLLOWING TITLES:

<u>SPECIFICATION #</u>	<u>TITLE</u>	<u>ANNUAL SALARY</u>
2670	EMERGENCY MEDICAL TECHNICIAN (BASIC) OC	Usual Annual Salary \$35,360-\$48,750**
2673	EMERGENCY MEDICAL TECHNICIAN (CRITICAL CARE) OC	Usual Annual Salary \$35,360-\$48,750**
2674	EMERGENCY MEDICAL TECHNICIAN (PARAMEDIC) OC	Usual Annual Salary \$35,360-\$48,750**
2641	MEDICAL SERVICES SPECIALIST OC	Annual Salary \$57,472 Grade 23 Step 2
OC -	OPEN-COMPETITIVE	* PER 2011 CONTRACT
PR -	PROMOTIONAL	** SALARIES VARY BY JURISDICTION

TRAINING & EXPERIENCE – LAST FILING DATE: JANUARY 16, 2019

BUSINESS INTELLIGENCE SYSTEMS DEVELOPER OC REQUIRES: Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree* in computer science, information systems, engineering, business or public administration or a related field, plus two (2) years of experience utilizing Business Intelligence and/or data warehouse technology to manipulate data and to design and create databases and associated reports.

Notes: Experience must be with products specifically recognized as Business Intelligence tools. Business Intelligence technologies include: Microsoft PerformancePoint, PowerBI, SQL Server Analysis Services (SSAS), IBM Cognos, SAS Analytics, QlikView, SAP Business Objects, Tibco, MicroStrategy, Information Builders WebFOCUS, Sisense Business Intelligence and Analytics software and Oracle Enterprise Business Intelligence. Data warehouse technologies include: Microsoft, Oracle, SAP, IBM, Teradata and EMC. Experience in data warehouse technology must include designing and implementing fact and dimension tables using the star and snowflake techniques, as well as the implementation of extraction, transformation and load (ETL) routines to cleanse data and promote data quality for inclusion into a data warehouse. Experience in using the standard, non-data warehousing functionality of traditional relational database management software (RDBMS) such as Microsoft SQL

Server or Oracle does not qualify as experience with data warehouse technologies.

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

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

DATA BASE COORDINATOR OC REQUIRES: Either: (a) Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree*, including at least 30 credit hours in mathematics and/or computer sciences, and two (2) years of experience in data base maintenance; or (b) Graduation from a college with federally-authorized accreditation or registration by NY State with an Associate's Degree*, including at least 15 credit hours in mathematics and/or computer sciences, and four (4) years of experience in data base maintenance; 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 the date of graduation printed on it by the institution. Grade reports, incomplete transcripts and other similar documents are unacceptable.

DATA BASE COORDINATOR 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 Specialist in the jurisdiction in which the candidate seeks promotion for at least one (1) year immediately preceding the last filing date.

PSYCHIATRIST III OC REQUIRES: Possession of a license* to practice medicine in the State of New York, and three (3) years of approved resident training in psychiatry.

*Please attach to the application a copy of your current New York State Physician's license.

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

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

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

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

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

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

WRITTEN TEST DATE: FEBRUARY 20, 2019

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

Necessary Special Requirements

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

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

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

WRITTEN TEST DATE: MARCH 2, 2019

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

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

NECESSARY SPECIAL REQUIREMENTS

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

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

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

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

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

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

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

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

Necessary Special Requirements

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

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

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

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

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

Necessary Special Requirements

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

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

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

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

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

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

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

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

Necessary Special Requirements

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

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

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

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

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

Necessary Special Requirements

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

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

Necessary Special Requirements

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Necessary Special Requirements

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

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

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

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

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

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

Necessary Special Requirements

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

WRITTEN TEST DATE: MARCH 16, 2019

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

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

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

AGRONOMIST OC REQUIRES: Either:a) Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree* in agronomy, soil science, soil conservation, agricultural engineering, natural resources management or a related field, and

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

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

Necessary Special Requirement

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

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

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

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

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

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

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

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

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

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

Necessary Special Requirement

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

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

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

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

Necessary Special Requirement

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

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

Necessary Special Requirement

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

WRITTEN TEST DATE: APRIL 27, 2019

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

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

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

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

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

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

WRITTEN TEST DATE: JUNE 15, 2019

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

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

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

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

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

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

APPLICATION FORM: Candidates may file via the Internet at the Civil Service Department website, www.suffolkcountyny.gov/civilservice, where the required \$125 application processing fee may be paid by either VISA or Mastercard. Internet filers will receive an email receipt at the time of filing. Candidates filing by paper application must first obtain form CS-205LE by sending a stamped, self addressed envelope measuring at least 9 1/2" by 4" to: Suffolk County Department of Civil Service, P.O. Box 6100, Hauppauge, NY 11788-0099. Completed applications must be addressed to, and received by the Suffolk County Department of Civil Service, P.O. Box 6100, Hauppauge, NY 11788-0099 by the last filing date. Hard copy applications should be delivered via certified mail, return receipt. Applications that are not accompanied by a check or money order, and which are ineligible for a fee waiver, will not be processed for the examination.

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

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

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

RESIDENCE REQUIREMENT: There are no residence requirements to compete in this examination. In accordance with the provisions of Section 23 of the New York State Civil Service Law, for town and village positions, the Civil Service Department may give preference in certification to legal residents of a jurisdiction if so requested by the appointing authority. To be deemed a legal resident of a particular jurisdiction for the purpose of being granted preference as such, a candidate must have been a legal resident of such jurisdiction at the time of

certification and for at least 90 calendar days prior thereto. Candidates may be required to indicate at the time of consideration for appointment whether or not they will become a resident of the locality in accordance with local law or ordinance.

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

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

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

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.
