SUFFOLK COUNTY DEPARTMENT OF
CIVIL SERVICE

ANNOUNCES:

EXAMINATION ANNOUNCEMENT SUMMARY
March 26, 2018

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

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

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

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

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

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

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

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

OPEN FILING SYSTEM
The Suffolk County Department of Civil Service accepts applications for most titles before a test is announced.
APPLICATIONS FOR EXAMINATIONS THAT INVOLVE TRAINING AND EXPERIENCE EVALUATIONS

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

SUBSTITUTE SCHOOL CROSSING GUARDS

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

LAST FILING DATE: APRIL 11, 2018

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LAST FILING DATE: APRIL 18, 2018

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LAST FILING DATE: APRIL 25, 2018

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LAST FILING DATE: JUNE 2, 2018

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**LAST FILING DATE: MAY 2, 2018**

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<td>BUSINESS MANAGER II OC</td>
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**LAST FILING DATE: MAY 16, 2018**

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**LAST FILING DATE: MAY 23, 2018**

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**APPLICATIONS ARE ACCEPTED AND ADDED CONTINUALLY FOR THE FOLLOWING TITLES:**

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<td>2670</td>
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<td>MEDICAL SERVICES SPECIALIST OC</td>
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**OC - OPEN-COMPETITIVE**

**PR - PROMOTIONAL**

* SALARIES EFFECTIVE 6/1/2017  ** SALARIES VARY BY JURISDICTION

**TRAINING & EXPERIENCE – LAST FILING DATE: APRIL 11, 2018**

**CHIEF – PUBLIC & ENVIRONMENTAL HEALTH LABORATORY 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 Chief – Public & Environmental Health Laboratory in the jurisdiction in which the candidate seeks promotion for at least two (2) years immediately preceding the last filing date.

**Necessary Special Requirements**

At the time of appointment, candidates must have the credentials and experience to meet Technical Director Qualifications as specified by the New York State Department of Health’s Environmental Laboratory Approval Program. 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.

**TRAINING & EXPERIENCE – LAST FILING DATE: APRIL 18, 2018**

**FORENSIC SCIENTIST I (DRUG CHEMISTRY) OC** REQUIRES: Either: (a) Graduation from a college with federally-authorized accreditation or registration by NY State with a Master's Degree* in one of the natural or forensic sciences, including or supplemented by sixteen (16) credit hours in chemistry, and one (1) year of professional experience** in forensic toxicology or forensic chemistry; or, (b) 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 including or supplemented by sixteen (16) credit hours in chemistry, and two (2) years of professional experience** in forensic toxicology or forensic chemistry.
Note: **Professional experience is defined as experience involving independent responsibility for the analysis of evidence or specimens, and may include signing and issuing reports. Qualifying 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 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.**

**FORENSIC SCIENTIST II (DRUG CHEMISTRY) 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 Forensic Scientist I (Drug Chemistry) for at least two (2) years in the jurisdiction in which the candidate seeks promotion immediately preceding the last filing date.

**Necessary Special Requirements**

At 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.

**FORENSIC SCIENTIST III (DRUG CHEMISTRY) 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 Forensic Scientist II (Drug Chemistry) for at least two (2) years in the jurisdiction in which the candidate seeks promotion immediately preceding the last filing date.

**Necessary Special Requirements**

At 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.

**FORENSIC SCIENTIST III (TRACE EVIDENCE) 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 Forensic Scientist II (Trace Evidence) for at least two (2) years in the jurisdiction in which the candidate seeks promotion immediately preceding the last filing date.

**Necessary Special Requirements**

At 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.

**FORENSIC SCIENTIST IV 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 Forensic Scientist III (Firearms), (Drug Chemistry), (Trace Evidence), (Biological Sciences), (Q.D.), or (Toxicology) for at least two (2) years in the jurisdiction in which the candidate seeks promotion immediately preceding the last filing date.

**Necessary Special Requirements**

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. Candidates will be subject to a background investigation.

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**TRAINING & EXPERIENCE – LAST FILING DATE: APRIL 25, 2018**

**BACTERIOLOGIST 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 Bacteriologist II for at least two (2) years in the jurisdiction in which the candidate seeks promotion immediately preceding the last filing date.

**Necessary Special Requirement**

Possession of a valid New York State driver's license at the time of appointment; appointees must maintain a valid license throughout employment in this title.

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**WRITTEN TEST DATE: MAY 12, 2018**

**ARCHITECT OC** REQUIRES: Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree* in Architecture or Architectural Technology, and seven (7) years of architectural experience, two (2) years of which must have been as a licensed architect.

**Necessary Special Requirement**

Candidates must have a professional architect's license issued by New York State at the time of appointment; 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.**

**ARCHITECT PR** REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as a(n) Assistant Architect or Building Project Coordinator for at least two (2) years in the jurisdiction in which the candidate seeks promotion immediately preceding the written examination date.
Necessary Special Requirement
Candidates must have a professional architect's license issued by New York State at the time of appointment; license must be maintained throughout employment in this title.

ASSISTANT ARCHITECT OC REQUIRES: Either: (a) Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree* in Architecture or Architectural Technology, and two (2) years of architectural experience; or, (b) Graduation from a college with federally-authorized accreditation or registration by NY State with an Associate's Degree* in Architecture or Architectural Technology, and four (4) years of architectural 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.

COLLEGE WAREHOUSE/MAIL SERVICES COORDINATOR OC REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma plus six (6) years of mail processing and; inventory control and/or stock keeping experience, at least one (1) year of which has been in a supervisory capacity.
Note: Additional education* beyond high school from a college with federally-authorized accreditation or registration by NY State may be substituted for four (4) years of the above non-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.

DIRECTOR OF HISTORIC SERVICES 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 directing projects in one or more of the following areas: historic structure maintenance, historic preservation of buildings and sites, adaptive use of old buildings, landmark legislation or museum management.
Note: Postgraduate studies* can be substituted on a year-for-year basis for the above experience, if the concentration is in one of the above-described areas.
*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.

DIRECTOR OF HISTORIC SERVICES PR REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent or contingent permanent competitive status as an Assistant Director of Historic Services for at least two (2) years in the jurisdiction in which the candidate seeks promotion immediately preceding the written examination date.

DRUG AND ALCOHOL COMMUNITY COORDINATOR I OC REQUIRES: Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree*, and one (1) year of experience in an organized program dealing with drug and/or alcohol abuse, as a counselor, educator or in a similar capacity.
Necessary Special Requirements
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.
*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.

PAYROLL 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 Payroll Supervisor for at least one (1) year in the jurisdiction in which the candidate seeks promotion immediately preceding the written examination date.

PURCHASING AGENT OC REQUIRES: Either: (a) Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree*, and two (2) years of experience in large-scale purchasing, marketing or buying for a commercial, industrial or governmental enterprise or agency; or, (b) Graduation from a standard senior high school or possession of a high school equivalency diploma and six (6) years of experience in large-scale purchasing, marketing or buying for a commercial, industrial or governmental enterprise or agency; 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.

PURCHASING AGENT 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 Purchasing Technician for at least one (1) year in the jurisdiction in which the candidate seeks promotion immediately preceding the written examination date.

PURCHASING 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 and four (4) years of experience in purchasing, marketing or buying for a commercial, industrial or governmental enterprise or agency; 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.

**SENIOR PSYCHIATRIC SOCIAL WORKER 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 Psychiatric Social Worker or Psychiatric Social Worker - Alcoholism for at least two (2) years in the jurisdiction in which the candidate seeks promotion immediately preceding the written examination date.

**Necessary Special Requirements**
Certification as a Licensed Clinical Social Worker (LCSW) by the New York State Department of Education at time of appointment. Certification must be maintained throughout employment in this title. 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: MAY 19, 2018**

**SCHOOL COMMUNICATIONS AIDE OC** REQUIRES: Either: (a) Graduation from a standard senior high school or possession of a high school equivalency diploma plus one (1) year of experience in the operation and/or maintenance of audiovisual, multi-media, computer or electronic office equipment; or, (b) Graduation from a standard senior high school or possession of a high school equivalency diploma plus thirty (30) credits* from a college with federally-authorized accreditation or registration by NY State, including at least six (6) credits in Office Technology, Computer Technology, Computer Science, Electrical Technology or a related field; or, (c) An equivalent combination of education and experience as defined by the limits of (a) and (b).

*Note: A certificate* from a vocational program in Office Technology, Computer Technology, Computer Science, Electrical Technology or a related field may be substituted for the one (1) year of experience. Candidates must have graduated from high school or possess a high school equivalency diploma.

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

**WRITTEN TEST DATE: JUNE 2, 2018**

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

**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.

**WRITTEN TEST DATE: JUNE 9, 2018**

**ASSISTANT DIRECTOR OF CUSTODIAL AND SECURITY SERVICES OC** REQUIRES: Five (5) years of experience in a variety of buildings and grounds maintenance or custodial activities, three (3) years of which must have been in a responsible supervisory or administrative capacity.

*Note: Education* from a college with federally-authorized accreditation or registration by NY State will be substituted for experience on a year-for-year basis to maximum of four (4) years, provided, however, that the candidate possess at least one (1) year of supervisory or administrative experience in buildings and grounds maintenance or custodial activities.

**Necessary Special Requirements**
Upon appointment, candidates must apply for registration as a security guard with the New York State Department of State, Division of Licensing Services, and maintain said license throughout employment in this title. At the time of appointment and during employment in this title, employees are required to 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.

A Guide for the Written Test for High-Level Custodians is available at the New York State website: www.cs.ny.gov/testing/localtestguides.cfm.

**ASSISTANT DIRECTOR OF CUSTODIAL AND SECURITY SERVICES PR** REQUIRES: To be eligible, a candidate must now be serving and have served on a continuous basis with permanent status as a Custodial Worker III in the jurisdiction in which the candidate seeks promotion for at least two (2) years immediately preceding the written examination date.

**Necessary Special Requirements**
Upon appointment, candidates must apply for registration as a security guard with the New York State Department of State, Division of Licensing Services, and maintain said license throughout employment in this title. At the time of appointment and during employment in this
title, employees are required to possess a valid license to operate a motor vehicle in New York State.

A Guide for the Written Test for High-Level Custodians is available at the New York State website: www.cs.ny.gov/testing/localtestguides.cfm.

**BUSINESS MANAGER II 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 accounting or finance.

Note: Relevant 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.

*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.

**BUSINESS MANAGER LOC** REQUIRES: Graduation from a college with federally-authorized accreditation or registration by NY State with a Bachelor's Degree*, and two (2) years of experience in accounting or finance.

Note: Relevant 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.

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

**CHIEF CUSTODIAN OC** REQUIRES: Either: (a) Graduation from a standard senior high school or possession of a high school equivalency diploma, and four (4) years of experience in custodial and building maintenance work; or, (b) Eight (8) years of experience in custodial and building maintenance work; or, (c) An equivalent combination of education and experience as defined by the limits of (a) and (b).

Note: Relevant additional education* beyond senior 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 up to a maximum of three (3) years.

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

A Guide for the Written Test for High-Level Custodians is available at the New York State website: www.cs.ny.gov/testing/localtestguides.cfm.

**CHIEF CUSTODIAN 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 Head Custodian in the jurisdiction in which the candidate seeks promotion for at least two (2) years immediately preceding the written examination date.

A Guide for the Written Test for High-Level Custodians is available at the New York State website: www.cs.ny.gov/testing/localtestguides.cfm.

**CHIEF POWER PLANT OPERATOR (GAS POWERED) 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 operation and repair of power plant equipment.

Note: Completion of courses in a vocational school program or from an apprenticeship or training program* for plant operators or stationary engineers may be substituted for experience on a year-for-year basis to a maximum of four (4) years.

*Please attach to the application a copy of your relevant vocational school program courses or verification of completion of an apprenticeship or training program for plant operators or stationary engineers.

**HEAD CUSTODIAN OC** REQUIRES: Either: (a) Graduation from a standard senior high school or possession of a high school equivalency diploma and two (2) years of experience in custodial and building maintenance work; or, (b) Six (6) years of experience in custodial and building maintenance work; or, (c) An equivalent combination of education and experience as defined by the limits of (a) and (b).

Note: Relevant additional education* beyond senior high school from a college with federally-authorized accreditation or registration by NY State will be substituted for one (1) year of the above 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.

A Guide for the Written Test for High-Level Custodians is available at the New York State website: www.cs.ny.gov/testing/localtestguides.cfm.

**HEAD CUSTODIAN PR** REQUIRES: To be eligible, a candidate must now be serving and have served as a Suffolk County school district or Suffolk County library employee on a continuous basis with permanent status as a Custodial Worker III for at least two (2) years or as a Custodial Worker II for at least three (3) years immediately preceding the written examination date. A Guide for the Written Test for High-Level Custodians is available at the New York State website: www.cs.ny.gov/testing/localtestguides.cfm.
**LAND MANAGEMENT SPECIALIST 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 the appraisal, purchase, sale, acquisition, title search or management of real property. Note: Additional education* from a college with federally-authorized accreditation or registration by NY State may be substituted for experience on a year-for-year basis. Possession of a New York State Real Estate Broker's license** will substitute for one (1) year of the above 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. **Please attach to the application a copy of your New York State Real Estate Broker’s license.

**SENIOR CASEWORKER 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 Caseworker or Caseworker (Spanish Speaking) for at least two (2) years in the jurisdiction in which the candidate seeks promotion immediately preceding the written examination date.

WRITTEN TEST DATE: JUNE 16, 2018

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

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.

WRITTEN TEST DATE: JUNE 30, 2018

**FIRE HOUSE ATTENDANT OC** REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma.

Note: Experience working in a Suffolk County firehouse or as an active member of a Suffolk County fire department will be substituted for education on a year-for-year basis.

Necessary Special Requirements
Candidates must be free of any speech or hearing defects which would impair their functioning in this position. Candidates may be required to possess the appropriate New York State driver’s license, and maintain such license throughout employment in this position. Employees may be required to obtain an Emergency Fire Dispatch (EFD) certificate through an approved course as determined by the appointing authority. The certificate, if required, must be obtained within six (6) months of the date of appointment and must be maintained throughout employment in this title. Employees may be required to obtain an Emergency Medical Dispatch (EMD) certificate through an approved course as determined by the appointing authority. The certificate, if required, must be obtained within six (6) months of the date of appointment and must be maintained throughout employment in this title.

**RADIO OPERATOR OC** REQUIRES: Graduation from a standard senior high school or possession of a high school equivalency diploma.

Note: Experience in the operation of the central radio of a two-way communications system, including receiving, sending and logging messages, will be substituted for education on a year-for-year basis.

Necessary Special Requirement
The job assignment may require attainment of New York State Police Information Network (NYSPIN) certification; affected employees must maintain this certification while employed in this title.

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.

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