



The City of New York
 Department of Citywide Administrative Services
 1 Centre Street, 14th Floor New York, New York 10007
 Human Capital – Administration, Customer, and Exam Support
 For Automated Information: Call (212) 669-1357 (24 hrs/7days)
 Computer-based Testing & Applications Centers (CTACs)

2 Lafayette Street, 17th Floor, New York, NY 10007

210 Joralemon Street, 4th Floor, Brooklyn, NY 11201

DCAS Website Address: www.nyc.gov/dcas

APPLICATIONS SCHEDULE – JUNE 2017

(ALL DATES ARE TENTATIVE AND SUBJECT TO CHANGE)

If you wish to apply for one of the exams open during this Application Period, please apply online by going to the DCAS [Online Application System](http://www.nyc.gov/examsforjobs) (OASys) at www.nyc.gov/examsforjobs and follow the onscreen application instructions for electronically submitting your application and payment, and completing any required forms.

If a computer is unavailable to you, you can visit one of the CTACs where computers are available to the public to apply for the exams listed below.

The CTACs are open to the public at the following locations: 2 Lafayette St., 17th Floor, Manhattan, NY 10007; 210 Joralemon St., 4th Floor, Brooklyn, NY 11201; and 118-35 Queens Blvd., 5th Floor, Forest Hills, NY 11375. The hours of operation are between 9:00 AM and 5:00 PM, Monday through Saturday, unless stated otherwise.

OPEN COMPETITIVE – Exams Open to the Public

(SEE NOTICE OF EXAM FOR TYPE OF TEST DETAILS)

Apply Online During Application Period

TITLE OF EXAM	EXAM NO.	APPLICATION PERIOD	APPLICATION FEE	TEST TYPE	TEST DATE
CITY TAX AUDITOR	7030	06/07/17 – 06/27/17	\$61.00	E&E	N/A
CUSTOMER INFORMATION REPRESENTATIVE	7042	06/07/17 – 06/27/17	\$47.00	MC	12/02/2017
FIREFIGHTER	7001	04/05/17 – 06/09/17	\$30.00	MC	September 2017
PARALEGAL AIDE	7046	06/07/17 – 06/27/17	\$54.00	E&E	N/A
STATIONARY ENGINEER (NYC H+H)	7028	06/07/17 – 06/27/17	\$101.00	E&E	N/A

QUALIFIED INCUMBENT EXAMINATION (QIE) – Exams for City Employees Only

(SEE NOTICE OF EXAM FOR TYPE OF TEST DETAILS)

Apply Online During Application Period

TITLE OF EXAM	EXAM NO.	APPLICATION PERIOD	APPLICATION FEE	TEST TYPE	TEST DATE
ADMINISTRATIVE STOREKEEPER	7260	06/01/17 – 06/14/17	\$68.00	QIE	N/A
ADMINISTRATIVE SUPERINTENDENT OF HIGHWAY OPERATIONS	7261	06/01/17 – 06/14/17	\$68.00	QIE	N/A
ASSISTANT PRINTING PRESS OPERATOR	7262	06/01/17 – 06/14/17	\$68.00	QIE	N/A
ASSOCIATE PUBLIC RECORDS OFFICER	7263	06/01/17 – 06/14/17	\$68.00	QIE	N/A
ASSOCIATE RAILROAD SIGNAL SPECIALIST	7264	06/01/17 – 06/14/17	\$68.00	QIE	N/A
BRIDGE AND TUNNEL SUPERVISOR	7265	06/01/17 – 06/14/17	\$82.00	QIE	N/A
FITNESS INSTRUCTOR	7266	06/01/17 – 06/14/17	\$61.00	QIE	N/A
NUTRITION CONSULTANT	7267	06/01/17 – 06/14/17	\$68.00	QIE	N/A
SUPERVISOR OF OFFICE MACHINE OPERATIONS	7268	06/01/17 – 06/14/17	\$47.00	QIE	N/A
ASSOCIATE EDUCATION OFFICER	7269	POSTPONED			

PROMOTION – Exams for City Employees Only

(SEE NOTICE OF EXAM FOR TYPE OF TEST DETAILS)

Apply Online During Application Period

TITLE OF EXAM	EXAM NO.	APPLICATION PERIOD	APPLICATION FEE	TEST TYPE	TEST DATE
STATIONARY ENGINEER (NYC H+H) (PROM)	7545	06/07/17 – 06/27/17	\$101.00	E&E	N/A
MARINE ENGINEER (DOT- FERRY) (PROM)	7504	08/04/2016 – **	\$82.00	E&E	N/A
MARINE ENGINEER (UNIFORMED – FIRE) (PROM)	7505	08/04/2016 – **	\$91.00	E&E	N/A

NOTE:

- E&E = EDUCATION AND EXPERIENCE TEST
- ** = OPEN UNTIL FURTHER NOTICE
- OLEE = ONLINE EDUCATION AND EXPERIENCE TEST
- MC = MULTIPLE CHOICE TEST
- QMC = QUALIFYING MULTIPLE CHOICE TEST
- QPT = QUALIFYING PRACTICAL TEST
- QIE = QUALIFYING INCUMBENT EXAMINATION
- TBD = To Be Determined



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JUNE 2017 – Self-scheduled Exams Open to the Public

APPLICATION AND SELF-SCHEDULING PERIOD: May 26, 2017 to June 30, 2017 (or until all seats are filled)
TESTING PERIOD: June 1, 2017 to June 30, 2017
TESTING DAYS CAN CHANGE FROM MONTH TO MONTH

Computer-based Testing – Apply and schedule yourself for an exam listed below through the [Online Application System \(www.nyc.gov/examsforjobs\)](http://www.nyc.gov/examsforjobs) or come to one of the CTACs to use our computers to apply and schedule yourself for an exam listed below. The dates and times of each test will be available when you apply and schedule yourself for an exam below. The CTACs are located at 2 Lafayette Street, 17th Floor, Manhattan, NY 10007; 210 Joralemon Street, 4th Floor, Brooklyn, NY 11201; 118-35 Queens Blvd., 5th Floor, Forest Hills, NY 11375. The hours of operation are between 9:00 AM and 5:00 PM, Monday through Saturday unless stated otherwise.

Note: Electronic devices, including cell phones, are not permitted in the testing areas. Check the Notice of Examination to see if calculators are permitted. Unless otherwise indicated in the Notice of Examination, calculators with functions other than addition, subtraction, multiplication and division are prohibited.

Title of Exam	Exam No.	Application/Schedule Start Date	Monthly Testing Days	Application Processing Fee
CORRECTION OFFICER	7327	05/26/2017	06/01/2017-06/30/2017	\$61.00
ENVIRONMENTAL POLICE OFFICER	7310	05/26/2017	06/01/2017-06/30/2017	\$61.00
SCHOOL SAFETY AGENT	7314	05/26/2017	06/01/2017-06/30/2017	\$47.00
TRAFFIC ENFORCEMENT AGENT	7315	05/26/2017	06/01/2017-06/30/2017	\$40.00