



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 St., 17th Floor,
 New York, NY 10007

210 Joralemon St., 4th Floor,
 Brooklyn, NY 11201

118-35 Queens Blvd., 5th Floor,
 Forest Hills, NY 11375

135 Canal St., 3rd Floor
 Staten Island, NY 10304

DCAS Website Address: www.nyc.gov/dcas

APPLICATIONS SCHEDULE – OCTOBER 2018

(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](#) (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; 118-35 Queens Blvd., 5th Floor, Forest Hills, NY 11375; and 135 Canal St., 3rd Floor, Staten Island, NY 10304. 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
ADDICTION COUNSELOR (NYC H+H)	9016	POSTPONED			
ASSOCIATE CORRECTIONAL COUNSELOR	9017	POSTPONED			
ASSOCIATE PROJECT MANAGER	9003	10/03/18 – 10/23/18	\$82.00	QEE, MC	01/19/2019
ASSOCIATE QUALITY ASSURANCE SPECIALIST	9018	POSTPONED			
COMPUTER SYSTEMS MANAGER	9011	10/03/18 – 10/23/18	\$68.00	E&E	N/A
COMPUTER SYSTEMS MANAGER (CUNY)	9012	10/03/18 – 10/23/18	\$82.00	E&E	N/A
COUNSELOR (ADDICTION TREATMENT)	9019	10/03/18 – 10/23/18	\$68.00	E&E	N/A
EMERGENCY MEDICAL SPECIALIST TRAINEE	9075	10/03/18 – 10/30/18	\$47.00	E&E	N/A
MAINTENANCE WORKER (NYC H+H)	9080	10/03/18 – 10/23/18	\$68.00	MC	12/13/2018

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
ASSOCIATE CORRECTIONAL COUNSELOR (PROM)	9508	POSTPONED			
ASSOCIATE PROJECT MANAGER (PROM)	9502	10/03/18 – 10/23/18	\$82.00	MC	01/19/2019
ASSOCIATE QUALITY ASSURANCE SPECIALIST (PROM)	9509	POSTPONED			
COMPUTER SYSTEMS MANAGER (PROM)	9507	10/03/18 – 10/23/18	\$68.00	E&E	N/A
SUPERVISING PROBATION OFFICER (PROM)	9510	CANCELED			

NOTE:

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



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OCTOBER 2018 – Self-scheduled Exams Open to the Public

APPLICATION AND SELF-SCHEDULING PERIOD: SEPTEMBER 26, 2018 to OCTOBER 31, 2018 (or until all seats are filled)
 TESTING PERIOD: OCTOBER 1, 2018 to OCTOBER 31, 2018
 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 St., 17th Floor, Manhattan, NY 10007; 210 Joralemon St., 4th Floor, Brooklyn, NY 11201; 118-35 Queens Blvd., 5th Floor, Forest Hills, NY 11375; and 135 Canal St., 3rd Floor, Staten Island, NY 10304. 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 Period	Application Processing Fee
CORRECTION OFFICER	9305	09/26/2018	10/01/2018 – 10/31/2018	\$61.00
SCHOOL SAFETY AGENT	9322	09/26/2018	10/01/2018 – 10/31/2018	\$47.00
SPECIAL OFFICER	9307	09/26/2018	10/01/2018 – 10/31/2018	\$47.00

NOVEMBER 2018 – Upcoming Self-scheduled Exams Open to the Public

APPLICATION AND SELF-SCHEDULING PERIOD: OCTOBER 26, 2018 to NOVEMBER 30, 2018 (or until all seats are filled)
 TESTING PERIOD: NOVEMBER 1, 2018 to NOVEMBER 30, 2018
 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 St., 17th Floor, Manhattan, NY 10007; 210 Joralemon St., 4th Floor, Brooklyn, NY 11201; 118-35 Queens Blvd., 5th Floor, Forest Hills, NY 11375; and 135 Canal St., 3rd Floor, Staten Island, NY 10304. The hours of operation are between 9:00 AM and 5:00 PM, Monday through Saturday unless stated otherwise.

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- TUESDAY, NOVEMBER 6, 2018 – THE CTACS WILL BE CLOSED IN OBSERVATION OF ELECTION DAY
- SATURDAY, NOVEMBER 10, 2018 – THE CTACS WILL BE CLOSED IN OBSERVATION OF VETERANS DAY
- MONDAY, NOVEMBER 12, 2018 – THE CTACS WILL BE CLOSED IN OBSERVATION OF VETERANS DAY
- THURSDAY, NOVEMBER 22, 2018 – THE CTACS WILL BE CLOSED IN OBSERVATION OF THANKSGIVING

Title of Exam	Exam No.	Application/Schedule Start Date	Monthly Testing Period	Application Processing Fee
CHILD PROTECTIVE SPECIALIST	9304	10/26/2018	11/01/2018 – 11/30/2018	\$68.00
TRAFFIC ENFORCEMENT AGENT	9323	10/26/2018	11/01/2018 – 11/30/2018	\$47.00