



THE CITY OF NEW YORK  
DEPARTMENT OF CITYWIDE  
ADMINISTRATIVE SERVICES  
APPLICATION UNIT  
1 CENTER STREET  
NEW YORK, NY 10007

MICHAEL R. BLOOMBERG  
Mayor

MARTHA K. HIRST  
Commissioner

# NOTICE OF EXAMINATION

<b>REQUIRED FORMS</b>
APPLICATION FORM
EDUCATION AND EXPERIENCE TEST PAPER
FOREIGN EDUCATION FACT SHEET (IF APPLICABLE)

## SEWAGE TREATMENT WORKER Exam. No. 8106

**WHEN TO APPLY:** From: November 5, 2008  
To: November 25, 2008

**APPLICATION FEE: \$35.00**  
Payable by mail by money order to DCAS (EXAMS) or payable online by credit card, bank card, or debit card.

**THE TEST DATE:** The multiple-choice test is expected to be held on **Saturday, February 21, 2009**

**WHAT THE JOB INVOLVES:** Sewage Treatment Workers, under general supervision, operate, maintain, and repair machinery, equipment and structures in wastewater treatment plants, pumping stations, intercepting sewers, sludge treatment and disposal facilities and associated equipment facilities; take samples and perform testing of sewage. They operate, maintain and repair regulators, diversion chambers, tide gates, pumps, sludge collecting treatment and disposal equipment, blowers, compressors, motors, air filters, oil purifying equipment, chlorination equipment, heat exchanger equipment, boilers, valves, pipes and meters; clean and maintain structures, equipment and grounds; load sludge vessels and barges; operate vehicles and radio telephones; clean, wash, and perform minor maintenance on vehicles; read meters, gauges and charts; take samples and perform tests relating to water quality; perform rigging and hoisting; handle grit, screenings, grease and sludge; operate welding and burning equipment; operate and maintain power tools; keep operating logs and other records; prepare reports and requisitions; and perform related work.

**Special Working Conditions:** Sewage Treatment Workers may be required to work shifts including nights, Saturdays, Sundays, and holidays.

Some of the physical activities performed by Sewage Treatment Workers and environmental conditions experienced are: climbing and descending ladders and stairways; standing for long periods of time; walking to and from repair sites; bending, crouching and kneeling; erecting and working on scaffolds; lifting and carrying heavy equipment; working in confined areas; working outdoors in all kinds of weather; working in areas that have high noise levels and may be damp, dark, dusty, dirty and/or acrid; operating burning and welding equipment; using a respirator; using equipment for fecal testing; and operating and maintaining color coded equipment.  
(This is a brief description of what you might do in this position and does not include all the duties of this position.)

**THE SALARY:** The current minimum salary is \$15.01 per hour for a 40-hour work week. This title has 3 salary steps. Salary step 2 has a current salary of \$21.61 per hour. Salary step 3 has a current salary of \$23.38 per hour. The pay plan and salary rates are subject to change. To advance to salary step 2, an employee must satisfactorily complete 2 years of service as a New York City Sewage Treatment Worker. To advance to salary step 3, an employee must satisfactorily complete prescribed wastewater treatment courses and possess a NYSDEC (New York State Department of Environmental Conservation) Grade 1 Operator's Certificate or successfully complete NYC DEP prescribed wastewater treatment courses and internally approved training classes and pass alternate tests conducted by DEP.

**HOW TO APPLY:** If you believe that you meet the requirements in the "How to Qualify" section, there are two ways to apply for this examination:

- Online at the DCAS WEBSITE:** If you wish to apply online, go to the Online Application System (OASys) at [www.nyc.gov/examsforjobs](http://www.nyc.gov/examsforjobs) and follow the onscreen application instructions for electronically submitting your application and payment, and completing any required forms. The following methods of payment are acceptable: major credit card, bank card associated with a bank account, or prepaid debit card which you may purchase online or at various retail outlets.
- By mail:** Refer to the "Required Forms" section below for the forms that you must fill out. Return all completed forms and the application fee to DCAS Application Unit, 1 Centre Street, 14th floor, New York, NY 10007.

DCAS will not accept applications in person from candidates.

### HOW TO QUALIFY:

**Education and Experience Requirements:** By the last day of the Application Period you must have:

- A four-year high school diploma or its educational equivalent approved by a State's Department of Education or a recognized accrediting organization and three years of full-time satisfactory experience acquired within the last ten years in any one or a combination of the following: the repair or installation of commercial, industrial, or large residential machinery, piping, or electrical equipment; the operation of machine tools; the repair and overhaul of engines; residential or industrial plumbing; or the operation or repair of wastewater treatment plants or associated facilities; or
- A four-year high school diploma or its educational equivalent approved by a State's Department of Education or a recognized accrediting organization and at least one and one-half years of full-time satisfactory experience acquired within the last five years as described in "1" above, plus sufficient relevant education acquired in an approved trade, technical or vocational school to make the equivalent of three years of acceptable experience. Education can be substituted for experience on the basis of one year of education at an approved trade, technical or vocational school for six months of acceptable experience; or

**READ CAREFULLY AND SAVE FOR FUTURE REFERENCE**

3. An Associate Degree from an accredited college or university, accredited by regional, national, professional or specialized agencies recognized as accrediting bodies by the U. S. Secretary of Education and by the Council for Higher Education Accreditation (CHEA), in Science or Applied Science, or higher degree from an accredited college with a major in Environmental Health, Environmental Technology, Electrical Technology, Mechanical Technology, Chemical Technology, or a related field and one year of experience acquired within the last five years as described in "1" above.

Handyman and Janitorial experience is not acceptable.

You may be given the test before we check your qualifications.

**REQUIREMENTS TO BE APPOINTMENT:**

**Driver License Requirement:** At the time of appointment, you must have a motor vehicle driver license valid in the State of New York. If you have moving violations, license suspension or accident record, you may be disqualified. This license must be maintained for the duration of your employment.

**Residency:** You must be a City resident within ninety days of the date you are appointed to this position if the appointing agency requires City residency and:

1. You begin City service as a result of this examination; or
2. You are currently a City employee and you began City service on or after September 1, 1986.

**English Requirement:** You must be able to understand and be understood in English.

**Proof of Identity:** Under the Immigration Reform and Control Act of 1986, you must be able to prove your identity and your right to obtain employment in the United States prior to employment with the City of New York.

**REQUIRED FORMS:**

1. **Application for Examination:** Make sure that you follow all instructions included with your application form, including payment of fee. Save a copy of the instructions for future reference.
2. **Education and Experience Test Paper:** Fill out Sections **A.1 A.4, A.6, B, and C.** This form must be filled out completely and in detail for you to receive your proper rating. Keep a copy of your completed Education and Experience Test Paper for your records. **If you are applying by mail,** write your social security number in the box at the top right side of the cover page, and the examination title and number in the box provided. **If you are applying online,** follow the online instructions.
3. **Foreign Education Fact Sheet (Required only if you need credit for your foreign education to meet the education and experience requirements):** If you were educated outside the United States, you must have your foreign education evaluated to determine its equivalence to education obtained in the United States. The services that are approved to make this evaluation are listed on the Foreign Education Fact Sheet included with your application packet. When you contact the evaluation service, ask for a "**document-by-document**" (**general**) evaluation of your foreign education. You must have one of these services submit its evaluation of your foreign education directly to the Department of Citywide Administrative Services no later than eight weeks from the last date for applying for this examination.

**THE TEST:** You will be given a multiple-choice test. Your score on this test will be used to determine your place on an eligible list. You must achieve a score of at least 70% to pass the test.

The multiple-choice test may include questions on basic principles of the operation, maintenance, installation and repair of mechanical equipment such as pumps, valves, hydraulic equipment, conveyors, heat exchangers, compressors, and heating, ventilation and air conditioning equipment; basic principles of pipefitting, burning and welding, carpentry, masonry, painting, hoisting and rigging, locksmithing and roofing; maintenance and safe operation of power and hand tools and general safety; understanding of written instructions and drawings; arithmetic; and other related areas.

**ADMISSION CARD:** You should receive an Admission Card in the mail about 10 days before the date of the test. If you do not receive an Admission Card at least 4 days before the test date, you must go to the Examining Service Section, 1 Centre Street, 14th floor, New York, New York 10007 to obtain a duplicate card.

**THE TEST RESULTS:** If you meet the education and experience requirements and pass the multiple-choice test, your name will be placed in final score order on an eligible list and you will be given a list number. You will be notified by mail of your test results. If you meet all requirements and conditions, you will be considered for appointment when your name is reached on the eligible list.

**SPECIAL TEST ACCOMMODATIONS:** If you plan to request special testing accommodations due to disability or an alternate test date due to your religious belief and you are applying

1. **online,** follow the onscreen instructions, or
2. **by mail,** follow the instructions included with the "Application for Examination."

---

The General Examination Regulations of the Department of Citywide Administrative Services apply to this examination and are part of this Notice of Examination. They are posted and copies are available in the Application Unit of the Division of Citywide Personnel Services, 1 Center Street 14 Floor, NY, NY. 10007.

The City of New York is an Equal Opportunity Employer.  
Title Code No. 90739; Skilled Craftsman and Operative Service.

For information about other exams, and your exam or list status, call 212-669-1357.  
Internet: [nyc.gov/dcas](http://nyc.gov/dcas)