



THE CITY OF NEW YORK
 DEPARTMENT OF CITYWIDE
 ADMINISTRATIVE SERVICES
 APPLICATIONS CENTER
 18 WASHINGTON STREET
 NEW YORK, NY 10004

REQUIRED FORMS
APPLICATION FORM

MICHAEL R. BLOOMBERG
 Mayor

MARTHA K. HIRST
 Commissioner

NOTICE OF EXAMINATION

BRIDGE AND TUNNEL OFFICER
Exam. No. 6091
Triborough Bridge and Tunnel Authority

WHEN TO APPLY: From: February 7, 2007 **APPLICATION FEE: \$40.00**
 To: February 27, 2007 *Payable only by money order to D.C.A.S. (EXAMS)*

THE TEST DATE: The multiple-choice test is expected to be held on **Saturday, May 19, 2007.**

WHAT THE JOB INVOLVES: Bridge and Tunnel Officers, under supervision, perform various duties concerned with vehicular traffic on the bridge and tunnel facilities of the Triborough Bridge and Tunnel Authority (an agency of the Metropolitan Transportation Authority) in New York City. They collect tolls; resolve problems in E-Z Pass traffic lanes; interact with customers and provide assistance, such as giving travel directions and traffic information; help stranded motorists; direct traffic and clear traffic lanes on bridges, in tunnels, and on toll plazas; remove snow and assist in general maintenance work; patrol structures and roadways; perform security duties; drive various types of motor vehicles; complete forms and reports; respond to traffic emergencies and administer first aid to injured motorists; issue summonses, make arrests and perform other law enforcement functions, such as testifying in court or at administrative hearings, and communicating with law enforcement officials; serve as Peace Officers; learn and apply Vehicle and Traffic Laws, Penal Law, Criminal Procedure Law, and Triborough Bridge and Tunnel rules and regulations; know and enforce rules concerning transportation of hazardous materials, and assist at accidents involving hazardous materials; perform various administrative duties; occasionally supervise other employees; and perform related work.

Some of the physical activities performed by Bridge and Tunnel Officers and environmental conditions experienced are: lifting and carrying heavy objects, climbing onto and off of structures and vehicles, shoveling snow and removing debris from the roadways; providing emergency assistance to motorists involved in traffic accidents; understanding verbal communication and being able to communicate clearly over the radio with background noise; reading and writing under low light conditions; working outdoors in all kinds of weather; walking and/or standing in an assigned area during a tour; driving or sitting in a patrol car; operating emergency vehicles; and may be physically active for prolonged periods of time. They must often deal with highly stressful situations while remaining calm and courteous.

Special Working Conditions: Bridge and Tunnel Officers are required to work shifts including nights, Saturdays, Sundays, and holidays.

(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 \$36,900 per annum. This rate is subject to change. In addition, there is an annual uniform allowance, night differential, contributions by the TBTA to the Pension and Welfare Funds, and employer-paid health insurance. After appointment, incumbents will receive salary increments, reaching \$52,714 per annum after five years.

HOW TO APPLY: If you believe that you meet the requirements in the "How to Qualify" section, refer to the "Required Form" section below for the form that you must fill out. Return the completed form and the application fee to DCAS Applications Section, 1 Centre Street, 14th floor, New York, NY 10007 **by mail only**. DCAS will not accept applications in person from candidates.

HOW TO QUALIFY:

Education Requirement: By the **time of appointment**, you must have a four-year high school diploma or its educational equivalent.

You may be given the test before we verify your qualifications. You are responsible for determining whether or not you meet the qualification requirements for this examination prior to submitting your application. If you are marked "Not Qualified," your application fee will not be refunded and you will not receive a score.

READ CAREFULLY AND SAVE FOR FUTURE REFERENCE

Minimum Age Requirement: You must have attained age 18 to be appointed as a Bridge and Tunnel Officer. Eligibles who are too young for appointment on the date the list is terminated will have no further opportunity for appointment from the list.

Driver License Requirement: By the time you are appointed to this position, you must have a motor vehicle driver license valid in the State of New York. If you have moving violations, license suspension(s) or an accident record, you may be disqualified. This license must be maintained for the duration of your employment.

Medical and Psychological Assessment: Medical and psychological guidelines have been established for the position of Bridge and Tunnel Officer. You will be examined to determine whether you can perform the essential functions of the position of Bridge and Tunnel Officer. Additionally, you will be expected to continue to perform the essential functions of the position of Bridge and Tunnel Officer throughout your careers, and may, therefore, be medically and psychologically tested periodically throughout your careers. Where appropriate, a reasonable accommodation will be provided for a person with a disability to enable him or her to take these medical and psychological examinations, and/or to perform the essential functions of the job.

Drug Screening Requirement: You must pass a drug screening test in order to be appointed. All eligibles for Bridge and Tunnel Officer will be drug tested prior to appointment as part of a pre-employment screening process. Bridge and Tunnel Officers may again be drug tested on a random basis. Any officer found in possession of, or using illegal drugs will be subject to disciplinary charges which may result in termination.

Physical Test: You will be required to pass a qualifying physical test prior to appointment to this position.

Citizenship Requirement: You must be a citizen of the United States by the date you are appointed to this position.

Character and Background: Proof of good character and satisfactory background will be absolute prerequisites to appointment. The following are among the factors which would ordinarily be cause for disqualification: (a) conviction of an offense, the nature of which indicates lack of good moral character or disposition towards violence or disorder, or which is punishable by one or more years of imprisonment; (b) repeated convictions of an offense, where such convictions indicate a disrespect for the law; (c) discharge from employment, where such discharge indicates poor behavior or an inability to adjust to discipline; (d) dishonorable discharge from the Armed Forces; and (e) conviction for petit larceny. In accordance with provisions of law, persons convicted of a felony or domestic violence misdemeanor are not eligible to appointment to the title of Bridge and Tunnel Officer.

Residency Requirement: You must be a resident of the State of New York by the date you are appointed to this position.

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 FORM:

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.

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 which require any of the following abilities:

Written Comprehension: understanding written sentences and paragraphs.

Written Expression: using English words or sentences in writing so that others will understand.

Memorization: remembering information, such as words, numbers, pictures and procedures. Pieces of information can be remembered by themselves or with other pieces of information.

Problem Sensitivity: being able to tell when something is wrong or is likely to go wrong. It includes being able to identify the whole problem as well as elements of the problem.

Number Facility: adding, subtracting, multiplying and dividing quickly and correctly.

Mathematical Reasoning: being able to understand and organize a problem and then to select a mathematical method or formula to solve it.

Deductive Reasoning: applying general rules to specific problems and coming up with logical answers. It involves deciding if an answer makes sense.

Inductive Reasoning: combining separate pieces of information, or specific answers to problems, to form general rules or conclusions. It involves the ability to think of possible reasons for why things go together.

Information Ordering: following correctly a rule or set of rules of actions in a certain order. The rule or set of rules used must be given. The things or actions to be put in order can include numbers, letters, words, pictures, procedures, sentences, and mathematical or logical operations.

Spatial Orientation: determining where you are in relation to the location of some object or to tell where the object is in relation to you.

Visualization: imagining how something would look when it is moved around or when its parts are moved or rearranged. It requires the forming of mental images of how patterns or objects would look after certain changes, such as unfolding or rotation. One has to predict how an object, set of objects, or pattern will appear after the changes have been carried out.

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, Manhattan, to obtain a duplicate card.

THE TEST RESULTS: If you 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.

ADDITIONAL INFORMATION:

Promotion Opportunities: Employees in the title of Bridge and Tunnel Officer are accorded the opportunity to be promoted to the title of Bridge and Tunnel Sergeant (TBTA).

Investigation: At the time of investigation you will be required to pay a \$75.00 fee for fingerprinting screening. At the time of investigation and at the time of appointment, you must present originals or certified copies of all required documents and proof, including but not limited to proof of date and place of birth by transcript of record of the Bureau of Vital Statistics or other satisfactory evidence, naturalization papers, if necessary, proof of any military service, and proof of meeting educational requirements. Any willful misstatement or failure to present any documents required for investigation will be cause for disqualification.

Probationary Period: The probationary period for this title is 12 months. You will be required to complete initial training, pass the firearms test, and meet disciplinary and performance standards throughout the probationary period.

Peace Officer Training: You must successfully complete a course of Peace Officer training, which includes instruction in deadly physical force and the use of firearms and other weapons, and will be required to carry a firearm on duty if a particular assignment requires it. Firearms qualification tests will be administered annually to determine qualification.

SPECIAL TEST ACCOMMODATIONS: If you plan to request special testing accommodations due to disability or an alternate test date due to your religious belief, 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 Applications Center of the Division of Citywide Personnel Services, 18 Washington Street, NY, NY.

The City of New York is an Equal Opportunity Employer.
Title Code No. 70710; The Bridge and Tunnel Service (TBTA Operations)

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