



THE CITY OF NEW YORK
 DEPARTMENT OF CITYWIDE
 ADMINISTRATIVE SERVICES
 APPLICATION UNIT
 1 CENTRE STREET, 14TH FLOOR
 NEW YORK, NY 10007

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| REQUIRED FORMS |
| APPLICATION FORM EDUCATION AND EXPERIENCE TEST PAPER |

MICHAEL R. BLOOMBERG
 Mayor

EDNA WELLS HANDY
 Commissioner

NOTICE OF EXAMINATION

**PROMOTION TO MARINE ENGINEER
 (UNIFORMED-FIRE DEPARTMENT)
 Exam. No. 8563
 AMENDED NOTICE (January 30, 2002)**

WHEN TO APPLY: From: January 28, 1999 **APPLICATION FEE: \$60.00**
 To: Until Further Notice *Payable only by money order to D.C.A.S. (EXAMS)*

This amendment changes the “HOW TO APPLY” section from an “in person only” filing to a “by mail only” filing, adds information on eligible lists, and updates information under “ELIGIBILITY TO TAKE EXAMINATION.”

WHAT THE JOB INVOLVES: At Assignment Level I: Under supervision, Marine Engineers (Uniformed) operate the main propulsion engines, pumping and auxiliary equipment of diesel-electric powered vessels of the New York City Fire Department to which Marine Engineers are assigned. They assist in the operation, maintenance and repair of all machinery, auxiliaries, boilers, fire pumps, deck equipment, heating and ventilating equipment on diesel-electric powered fireboats and report any deficiency or irregularity via official departmental channels. Under direction, they conduct all required tests and inspections of machinery, pumps and auxiliaries, and assist in the recording of the results in the Engine Room Log. They perform related work as directed by the Marine Engineer in charge of the watch. When necessary, they may be required to assume the duties of the Marine Engineer in charge of the watch. They perform assignments equivalent to those described, and all other duties prescribed for this position in the Regulations of the Department.

(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 \$51,305 per annum. This rate is subject to change. There are two assignment levels within this class of positions.

HOW TO APPLY: If you believe you are eligible to take this examination, refer to the “Required Forms” section below for the form(s) that you must fill out. Return a ll completed form(s) and the application fee to DCAS, Applications Section, 1 Centre Street, 14th floor, New York, N.Y. 10007 **by mail only**. Applications will not be accepted in person.

ELIGIBILITY TO TAKE EXAMINATION This examination is open to each employee of the New York City Fire Department who **on the date of application:**

- (1) is permanently (not provisionally) employed in or appears on a Preferred List (see Note below) for the title of Firefighter and has served permanently in such title for a period of not less than three years; or
- (2) is permanently (not provisionally) employed in or appears on a Preferred List (see Note below) for the title of Pilot, Fire Marshal (Uniformed), or Wiper (Uniformed) and has served permanently in such title for a period of not less than one year; and
- (3) is not otherwise eligible.

(Note: A “Preferred List” is a civil service list which is only for certain former permanent incumbents of the eligible title who have rehiring rights)

If you do not know your permanent title or whether you are on a Preferred List, check with **your agency’s personnel office**. If you are marked “not eligible”, your application fee will not be refunded and your test paper(s) will not be rated.

LICENSE REQUIREMENT: On the date of application, candidates must possess a valid license issued by the United States Coast Guard Marine Inspection Service for Assistant Engineer or Chief Engineer, New York City Motor Fireboats of at least 1,000 H.P. or Assistant Engineer or Chief Engineer, Motor Vessels of at least 1,000 H.P.

READ CAREFULLY AND SAVE FOR FUTURE REFERENCE

ELIGIBILITY TO BE PROMOTED : In order to be eligible for promotion, you must have completed your probationary period in the eligible title as indicated in the above "Eligibility To Take Examination" section, and you must be permanently employed in the eligible title, or your name must appear on a Preferred List for the eligible title, at the time of promotion. Additionally, you must have served permanently in an eligible title for at least one year, unless your probationary period in that eligible title has been waived pursuant to Rule 5.2.4 of the Personnel Rules and Regulations of the City of New York.

REQUIREMENT(S) TO BE APPOINTED: For appointment to Level 1 candidates must possess one of the licenses stated in the License Requirement section. This license must be maintained for the duration of employment. For appointment to Level 2, candidates must possess a valid license issued by the United States Coast Guard Marine Inspection Service for Chief Engineer, New York City Motor Fireboats of at least 1,000 H.P. or Chief Engineer, Motor Vessels of at least 1,000 H.P. This license must be maintained for the duration of employment.

REQUIRED FORM(S):

1. **Application for Examination:** Make sure that you follow all instructions included with your application form, including payment of fee. Save the instructions for future reference.
2. **Education and Experience Test Paper:** Write your social security number, the examination title and number in the box at the top right side of the cover page. Fill out Sections 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. Attach a copy of each license you list in Section C to your Education and Experience Test Paper.

THE TEST: Your score will be determined by a License and Experience test. Your score on this test will be used to determine your place on an eligible list. On the license and experience test you will receive a score of 70 points for meeting the eligibility requirements listed above. After these requirements are met, you will receive credit up to a maximum of 100 points on the following basis:

Additional Credit:

1. Two points will be given for each year of full-time satisfactory experience as a permanent Wiper (Uniformed) on New York City Fireboats up to a maximum of 20 points.
2. Five points will be given for a valid license issued by the United States Coast Guard Marine Inspection Service for Assistant Engineer, Unlimited Horsepower.
3. Ten points will be given for a valid license issued by the United States Coast Guard Marine Inspection Service for Chief Engineer, 1,000 horsepower or greater.

The maximum rating that can be given for this license and experience test is 100%.

You will receive a maximum of one year of experience credit for each year you worked. If you have any of the above experience on a part time basis it will be credited according to the equivalent percent of full time experience.

Licenses and experience must be obtained by **the date of application.**

THE TEST RESULTS: If you pass the license and experience test and are marked eligible, 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.

GROUP LISTS: All applications postmarked by the last day in a given month will constitute a group and the names of all applicants found qualified in that month will appear on a group eligible list. Group eligible lists will be used in the order they are established.

ADDITIONAL INFORMATION:

List Termination: The eligible lists resulting from this examination will be terminated one year from the date they are established, unless extended by the Commissioner.

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 Centre Street, NY, NY.

The City of New York is an Equal Opportunity Employer.

Title Code No. 70316; Fire Service.