



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

REQUIRED FORMS
APPLICATION FORM EDUCATION AND EXPERIENCE TEST PAPER

MICHAEL R. BLOOMBERG
 Mayor

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 Commissioner

NOTICE OF EXAMINATION

**PROMOTION TO EMERGENCY MEDICAL SPECIALIST - PARAMEDIC
 (FIRE DEPARTMENT)
 Exam. No. 5540**

WHEN TO APPLY: From: February 1, 2006 **APPLICATION FEE: \$35.00**
 To: February 21, 2006 *Payable only by money order to D.C.A.S. (EXAMS)*

WHAT THE JOB INVOLVES: Emergency Medical Specialists - Paramedic, under general supervision, perform tasks such as the following: provide timely, professional pre-hospital emergency medical care/Basic Life Support (BLS) and Advanced Life Support (ALS) to anyone who requests/requires it; provide transportation to the appropriate medical facility; operate department vehicles; assisting with on-line medical control; coordinate and direct pre-hospital care resources and operations in the event of a disaster; and provide patient care under the authorization of the Medical Director. All work is performed in accordance with FDNY policies and procedures and as legislatively prescribed in the requisite curriculum and allowed by Federal/ State / Regional Protocols and in accordance with the level of training, New York State designated scope of practice and New York State and Regional BLS and ALS Protocols. They also prepare and submit reports as required, and may be assigned to work in any FDNY facility, as needed. All personnel perform related work.

Some of the physical activities performed by Emergency Medical Specialists - Paramedic and the environmental conditions experienced are: Working outdoors in all kinds of weather; climbing stairs; using such devices as stair chair or ambulance stretcher; carrying equipment and patients on ambulance stretchers; treating patients who may have infectious and communicable diseases; working for extended periods during the day or night in ambulances; driving an ambulance in all kinds of weather; working in confined spaces such as under vehicles, trains, and buildings; working at hazardous material scenes such as a chemical spill or an industrial fire or accident; treating patients at heights such as rooftops, bridges or elevated highways; and reading a Mobile Data Terminal for call information and instructions in varying light conditions.

(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 \$34,850 per annum. This rate is subject to change.

HOW TO APPLY: If you believe you are eligible to take this examination, 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 Applications Section, 1 Centre Street, 14th floor, New York, NY 10007 **by mail only**. DCAS will not accept applications in person from candidates.

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

- (1) permanently (not provisionally) employed in or appears on a Preferred List (see Note, below) for the title of Emergency Medical Specialist - EMT; and
- (2) not otherwise ineligible.

(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 if you are eligible, check with **your agency's personnel office**.

You are responsible for determining whether or not you meet the eligibility requirements for this examination prior to submitting your application. If you are marked "Not Eligible," your application fee will not be refunded and you will not receive a score.

READ CAREFULLY AND SAVE FOR FUTURE REFERENCE

CERTIFICATION REQUIREMENTS: By the **last day of the Application Period**, you must have:

- A valid NYS Department of Health EMT- Paramedic certificate; and
- A valid NYC REMAC (New York City Regional Emergency Medical Advisory Committee) certificate.

Employees must maintain the required certifications for the duration of employment.

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 "Eligibility To Take Examination" section, and you must be permanently employed in such 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 the 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.

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:** 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.

Note: You must list information about your Paramedic and REMAC certificates in "Section C - Licenses and Certificates" on your Education and Experience Test Paper.

REQUIREMENTS TO BE PROMOTED:

Driver License Requirement: A motor vehicle driver license valid in the State of New York is required for this position and must be maintained for the duration of your employment.

Respirator Equipment Requirement: Because employees must be able to wear a NIOSH-certified respirator, employees are not permitted to have facial hair that comes between the sealing surface of the respirator and the face or interferes with the valve function of the respirator.

Qualifying Written Test: As a condition of completing EMS Academy training, you must pass a multiple-choice written test administered by the FDNY Division of Training.

Qualifying Practical Test: As a condition of completing EMS Academy training, you must pass a New York State Department of Health Clinical Skills Station practical test.

Qualifying Physical Test: You must pass a qualifying physical test before you can be promoted to Paramedic.

Note: If you are presently serving as a provisional Paramedic with the FDNY and have previously taken and passed the qualifying written, practical, and physical tests, you will not be required to take them again.

THE TEST: Your score will be determined by an experience test. Your score on this test will be used to determine your place on an eligible list. On the experience test you will receive a score of 70.000 points for meeting the eligibility and certificate requirements listed above. After these requirements are met, you will receive credit up to a maximum of 100.000 points on the following basis:

If you have full-time paid experience performing the duties of a <u>Paramedic</u> in the NYC 911 system for:	You will receive an additional:
At least 6 months but less than 1 year	5.000
At least 1 year but less than 2 years	10.000
At least 2 years but less than 3 years	20.000
3 years or more	30.000

If you have full-time paid experience performing the duties of an <u>EMT</u> in the NYC 911 system for:	You will receive an additional:
At least 6 months but less than 1 year	2.500
At least 1 year but less than 2 years	5.000

At least 2 years but less than 3 years	10.000
3 years or more	15.000

You will receive a maximum of one-year of experience credit for each year you worked. If you have any of the experience listed in "THE TEST" section on a part-time basis, it will be credited according to the equivalent percent of full-time experience. Each year of experience will be credited under only one category which will be the highest appropriate category.

Experience must be obtained **by the last day of the Application Period.**

THE TEST RESULTS: If you pass the 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 promotion when your name is reached on the eligible list.

ADDITIONAL INFORMATION:

Application Receipt: You will be mailed a receipt within three months of the last date of the application period. If you do not receive this item, write to this agency, Attention: Examining Service Section, 1 Centre Street, 14th floor, New York, NY 10007 to request verification that your application was received. Include your social security number and the examination number and title in your request.

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. 53054; Health Technical Occupational Group.

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