



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

REQUIRED FORMS
APPLICATION FORM EDUCATION AND EXPERIENCE TEST PAPER

MICHAEL R. BLOOMBERG
Mayor

MARTHA K. HIRST
Commissioner

NOTICE OF EXAMINATION

STRUCTURE MAINTAINER - GROUP G
Exam. No. 8095
New York City Transit Authority

WHEN TO APPLY: From: December 3, 2008 **APPLICATION FEE: \$60.00**
To: December 23, 2008 Payable by mail by money order to DCAS (EXAMS) or
payable online by credit card, bank card or debit card.

WHAT THE JOB INVOLVES: Structure Maintainers - Group G, under supervision, do painting work in the Transit Authority's subway, surface and elevated structures including; stations, enclosures and related buildings and perform other structural work when necessary. They clean, chip and paint structural steel and masonry and woodwork; strip paint and wallpaper; stain and finish wood; mix colors; set up and use paint spraying equipment; set up and work on scaffolds; replace glass in windows and doors; load, unload and drive motor vehicles; keep records; and perform related work.

Some of the physical activities performed by Structure Maintainers - Group G and environmental conditions experienced are: working outdoors in all kinds of weather; climbing ladders and elevated structures; exposure to paint fumes; wearing a respirator when needed; distinguishing colors; working on or near subway tracks; lifting and carrying heavy tools and equipment.

Special Working Conditions: Structure Maintainers - Group G may be required to work rotating 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 \$26.3925 per hour for a 40-hour week, increasing to \$28.6450 after 36 months. These rates are subject to change. In addition, you receive night and weekend differentials, paid holidays, vacations and sick leave, a comprehensive health plan and a pension plan.

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

1. **Online at the DCAS WEBSITE:** If you wish to apply online, go to the Online Application System (OASys) at www.nyc.gov/examsforjobs and follow the onscreen application instructions for electronically submitting your application 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.
2. **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 **by mail only**.

DCAS will not accept applications in person from candidates.

HOW TO QUALIFY:

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

Two years of full-time satisfactory experience as a journeyman/journeywoman (i.e., a fully trained, knowledgeable, experienced, proficient and competent) painter. For the above journey level experience to be credited, it must **have been preceded** by at least two years of full-time satisfactory experience performing work described in above as a painter's helper, apprentice or trainee.

The following types of experience are **NOT** acceptable: automobile spray painter, janitor, custodian, or superintendent of apartment buildings; and laborer.

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

REQUIREMENTS TO BE APPOINTED:

Driver License Requirement: At the time of appointment 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 or an accident record, you may be disqualified. This license must be maintained for the duration of your employment.

Medical Requirement: Medical guidelines have been established for the position of Structure Maintainer - Group G. Candidates will be examined to determine whether they can perform the essential functions of the position of Structure Maintainer - Group G. Where appropriate, a reasonable accommodation will be provided for a person with a disability to enable him or her to take the examination, and /or to perform the essential functions of the job.

Drug Screening Requirement: You must pass a drug screening in order to be appointed.

Residency: City residency is not required for 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 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 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 on 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.

THE TEST: Your score will be determined by an experience test. You will receive a score of 70 points for meeting the education and experience requirements listed above. After the minimum requirements are met (4 years), you will receive additional credit up to a maximum of 100 points for additional journey level experience on the following basis:

1. 10 points for at least (1) but less than (3) years of full-time additional satisfactory experience as described in the How to Qualify section; or
2. 20 points for at least (3) but less than (5) years of full-time additional satisfactory experience as described in the How to Qualify section; or
3. 30 points for at least (5) or more years of full-time additional satisfactory experience as described in the How to Qualify section.

You will receive a maximum of one year of experience for each year you worked. If you have any of the above experience on a part-time basis, it will be recorded according to the equivalent percent of full-time experience. Experience used to meet the qualification requirements cannot be used to gain additional points. Experience must be obtained by **the last day of the application period**.

There will also be a qualifying practical test. If you pass the experience test, you will be scheduled to take the practical test as vacancies occur. However, based on the projected number of vacancies, it is possible that not all candidates who pass the experience test will be scheduled for the practical test. The practical test may include tasks related to preparing surfaces for paint application and painting surfaces; selection and use of tools and materials of the trade; safe and proper work practices related to general painting and glazing; basic arithmetic calculations related to the painting trade; and other related areas.

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

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, 14th Floor, NY, NY, 10007.

The City of New York is an Equal Opportunity Employer.

Title Code No. 91845; The Rapid Transit Railroad Service; Group I - Per Diem and Per Hour Positions.

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