



ERIC L. ADAMS  
Mayor

DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES  
BUREAU OF EXAMINATIONS

LOUIS A. MOLINA  
Commissioner

## NOTICE OF EXAMINATION

### COMPUTER OPERATIONS MANAGER Exam No. 5054

**WHEN TO APPLY:** From: November 6, 2024

**APPLICATION FEE:** \$82.00

To: November 26, 2024

If you choose to pay the application fee with a credit/debit/gift card, you will be charged a service fee of 2.00% of the payment amount. This service fee is nonrefundable.

**CANDIDATES WHO DEMONSTRATE THAT THEY ARE A VETERAN, UNEMPLOYED, RECEIVING PUBLIC ASSISTANCE, OR SUPPLEMENTARY SECURITY INCOME, ARE ENTITLED TO A WAIVER OF THE APPLICATION FEE.**

**YOU ARE RESPONSIBLE FOR READING THIS ENTIRE NOTICE BEFORE YOU SUBMIT YOUR APPLICATION.**

#### WHAT THE JOB INVOLVES:

Computer Operations Managers, under various levels of managerial or executive direction, with varying degrees of latitude for independent initiative, judgment and decision-making, are responsible for managing and directing all aspects of the operation and maintenance of computers, data storage or related data/telecommunications equipment in an IT (Information Technology) unit.

All Computer Operations Managers perform related work and, in the temporary absence of their supervisor, may assume the duties of that position.

#### Special Working Conditions:

Computer Operations Managers will be required to work various 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:

Salaries will be commensurate with the level of responsibility of the assignment. Salaries for appointments to managerial assignments will be consistent with the Managerial Pay Plan. Salaries for appointments to non-managerial assignments will be made in accordance with the collective bargaining pay plan.

#### HOW TO QUALIFY:

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

**As per Section 54(2) of the Civil Service Law, the education requirement needed to qualify must be met by November 26, 2025. The experience requirement needed to qualify must be met by the last day of the Application Period (November 26, 2024).**

#### EDUCATION AND EXPERIENCE REQUIREMENTS:

1. Six (6) years of progressively responsible full-time paid experience supervising or administering computer operations involving a large-scale mainframe, network, or multi-tier computer environment at least 18 months of which shall have been in an administrative, managerial, or executive capacity; **or**
2. Education at an accredited college or university may be substituted for the general experience described above (but not for the 18 months of managerial experience described above) at the rate of 30 semester credits for 6 months of experience up to a maximum of 120 credits for 2 years or experience. In addition, a master's degree or 30 semester graduate credits in Computer Science, Computer Engineering, Electrical Engineering, Business Administration, Public Administration or any other Master's Degree in Management of Administration may be substituted for an additional year of general work experience. However, all candidates must possess the 18 months of administrative, managerial, or executive experience described above.

Experience in an **administrative capacity** must include, but is not limited to, responsibilities such as: monitoring an IT budget; reviewing and approving IT procurement and invoice payments; reviewing and approving contracts with vendors; monitoring and approving IT projects; setting standards and best practices; risk evaluation (e.g.,

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security, reputational, operational); organizational development; chairing or participating in IT Governance and Advisory committees; and/or overseeing vendor relationship management.

Experience in a **managerial capacity** must include, but is not limited to, responsibilities such as: strategic planning for an office/division; creating and implementing policies; setting standards and best practices; defining and documenting project scope; root cause analysis with recommendations; collaborating with other managers and executives to define future state of an IT program; and/or forecasting.

Experience in an **executive capacity** must include, but is not limited to, responsibilities such as: managing multiple groups, areas and/or divisions; formulating the organization's IT strategy/governance; formulating the organization's IT architectural strategy; developing, setting and enforcing the organization's IT policies; and/or developing the organization's IT budget.

Experience in the **supervision of staff** must include, but is not limited to, responsibilities such as: assigning work to staff; monitoring the performance of staff; reviewing the work of staff; training, mentoring and coaching staff; evaluating staff; disciplining staff; writing and administering performance evaluations to staff; and approving time and leave for staff.

The following types of experience are **not acceptable**: superficial use of preprogrammed software without complex programming, design, implementation or management of the product; use of a word processing package; use of a hand held calculator; data entry; operation of data processing hardware or consoles.

The college or university must be 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).

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. This is required only if you need credit for your foreign education in this examination. For more information see the Foreign Education Evaluation Guide in the Required Information section.

During the Education and Experience Exam (EEE), you may answer questions about your experience. If your experience was on a part-time basis working less than 35 hours per week, you will need to convert your part-time experience to full-time experience using the formula below. Once you have determined your full-time experience equivalent, use this amount to answer questions about your experience.

$(\text{number of hours worked per week}/35) \times (\text{number of months worked})$

For example, if you worked at a job for 21 hours per week for 12 months, you would make the following calculation:  $21/35 \times 12 = 7.2$  months.

**You have until midnight Eastern time on the last day of the Application Period (November 26, 2024) to clearly specify in detail all of your relevant education and experience and Final Submit your Education and Experience Exam in the Online Application System (OASys). Once you Final Submit your Education and Experience Exam in OASys, you will not be permitted to submit new or additional information on your Education and Experience Exam online.**

**If you do not Final Submit your Education and Experience Exam in OASys by midnight Eastern time on the last day of the Application Period (November 26, 2024), your examination will be considered incomplete, you will not receive a score, you will not be invited to subsequent portions of this examination (if applicable), and your application fee will not be refunded.**

**Residency:** City residency is not required for this title.

**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 an agency under the jurisdiction of the Commissioner, Department of Citywide Administrative Services.

## HOW TO APPLY:

If you believe you meet the requirements in the "How to Qualify" section, apply using the Online Application System (OASys) at [www.nyc.gov/examsforjobs](http://www.nyc.gov/examsforjobs). Follow the onscreen application instructions for electronically submitting your application, payment, and completing any required information. A unique and valid email address is required to apply online. Several internet service providers, including but not limited to Google, Yahoo!, AOL, Outlook.com, and Mail.com offer free email addresses. **All new OASys accounts require verification before a candidate can apply to ensure the accuracy of candidate information. Verification is instantaneous for most accounts and you will receive a confirmation email with instructions to activate your account. For any account creation issues, you will receive onscreen prompts to contact DCAS. This review may require up to two (2) business days to be reviewed and resolved. Please keep this information and the application period deadline in mind when creating your account.**

The following methods of payment are acceptable: major credit card, bank card associated with a bank account, or a prepaid debit card with a credit card logo which you may purchase online or at various retail outlets. If you are receiving or participating in certain forms of public assistance/benefits/programs, or are a veteran, you may qualify to have the application fee waived. For more information on eligibility for a fee waiver and documentation requirements visit the Fee Waiver FAQ on the Online Application System at: <https://a856-exams.nyc.gov/OASysWeb/faqs>. **Effective January 2020, the Online Application System is no longer supported on Windows 7 or earlier versions of Windows operating systems.**

You may come to the DCAS Computer-based Testing & Application Centers to apply for this examination online.

The centers will be open Monday through Friday from 9:00 AM to 5:00 PM:

**Manhattan**

2 Lafayette Street  
17th Floor  
New York, NY 10007

**Brooklyn**

210 Joralemon Street  
4th Floor  
Brooklyn, NY 11201

**Queens**

118-35 Queens Boulevard  
5th Floor  
Forest Hills, NY 11375

**Staten Island**

135 Canal Street  
3rd Floor  
Staten Island, NY 10304

**Bronx**

1932 Arthur Avenue  
2nd Floor  
Bronx, NY 10457

**The DCAS Computer-based Testing & Application Centers will be closed on Monday, November 11, 2024.**

You must complete the entire application by midnight, Eastern Time, of the last day of the application period. If you have questions about applying for this examination, you may contact DCAS at [OASys@dcas.nyc.gov](mailto:OASys@dcas.nyc.gov).

**Special Circumstances Guide:** This guide is located on the DCAS website at [https://www1.nyc.gov/assets/dcas/downloads/pdf/employment/pdf\\_c\\_special\\_circumstances\\_guide.pdf](https://www1.nyc.gov/assets/dcas/downloads/pdf/employment/pdf_c_special_circumstances_guide.pdf) and available at the DCAS Computer-based Testing & Application Centers. This guide gives important information about claiming Veterans' or Legacy credit, and notifying DCAS of a change in your mailing address. Follow all instructions on the Special Circumstances Guide that pertain to you when you complete your "Application for Examination."

**REQUIRED INFORMATION:**

- 1. Application for Examination:** Follow the online instructions, including those relating to the payment of fee and, if applicable, those found in the Special Circumstances Guide.
- 2. Education and Experience Exam:** Fill out all the required sections displayed onscreen (if applicable). You will have until midnight Eastern time on the last day of the Application Period (November 26, 2024) to clearly specify in detail all of your relevant education and experience on your Education and Experience Exam and submit it in the Online Application System (OASys).

If you do not Final Submit your Education and Experience Exam in OASys by midnight Eastern time on the last day of the Application Period (November 26, 2024), your examination will be considered incomplete, you will not receive a score, you will not be invited to subsequent portions of this examination (if applicable), and your application fee will not be refunded.

- 3. Foreign Education Evaluation Guide (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 Evaluation Guide which is located on the DCAS website at <https://www1.nyc.gov/assets/dcas/downloads/pdf/employment/foreigneducation.pdf>. 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 day of the Application Period (November 26, 2024).

**THE TEST:**

Your score will be determined by an Education and Experience Exam. You will receive a score of 70 points for meeting the education and experience requirements listed above. After these requirements are met, you will receive additional credit up to a maximum of 100 points on the following basis:

<b>If you have satisfactory full-time experience in an administrative, managerial or executive capacity in the area of computer operations involving a large-scale mainframe, network, or multitier computer environment for:</b>	<b>You will receive up to:</b>
At least 6 months but less than 12 months	3 points
At least 12 months but less than 18 months	6 points
At least 18 months but less than 24 months	9 points
At least 24 months but less than 30 months	12 points
At least 30 months but less than 36 months	15 points
At least 36 months but less than 42 months	18 points
At least 42 months but less than 48 months	21 points
At least 48 months but less than 54 months	24 points
At least 54 months but less than 60 months	27 points
60 months or more	30 points

During the Education and Experience Exam (EEE), you may answer questions about your experience. If your experience was on a part-time basis working less than 35 hours per week, you will need to convert your part-time experience to full-time experience using the formula below. Once you have determined your full-time experience equivalent, use this amount to answer questions about your experience.

(number of hours worked per week/35) x (number of months worked)

For example, if you worked at a job for 21 hours per week for 12 months, you would make the following calculation:  $21/35 \times 12 = 7.2$  months.

**Experience used to meet the minimum requirements cannot be used to gain additional credit.**

**You have until midnight Eastern time on the last day of the Application Period (November 26, 2024) to clearly specify in detail all of your relevant education and experience and Final Submit your Education and Experience Exam in the Online Application System (OASys). Once you Final Submit your Education and Experience Exam in OASys, you will not be permitted to submit new or additional information online.**

**If you do not Final Submit your Education and Experience Exam in OASys by midnight Eastern time on the last day of the Application Period (November 26, 2024), your examination will be considered incomplete, you will not receive a score, you will not be invited to subsequent portions of this examination (if applicable), and your application fee will not be refunded.**

**Experience must be obtained by the last day of the Application Period (November 26, 2024).**

#### **CHANGE OF MAILING ADDRESS, EMAIL ADDRESS, AND/OR TELEPHONE NUMBER:**

It is critical that you promptly notify DCAS of any change to your mailing address, email address and/or phone number. If we do not have your correct mailing address, email address and/or phone number, you will not receive information about your exam(s), consideration for appointment and/or important information that may require a response by a specified deadline. If you need to update your Mailing Address, Email Address, and/or Telephone Number, read below:

- City Employees - update this information in NYCAPS Employee Self-Service (ESS) at [www.nyc.gov/ess](http://www.nyc.gov/ess)
- All Others - update this information on your Profile page in the Online Application System (OASys) by logging into your OASys account and navigating to your Dashboard, then your Profile tab at [www.nyc.gov/examsforjobs](http://www.nyc.gov/examsforjobs)
- Submit a written request by email at [OASys@dcas.nyc.gov](mailto:OASys@dcas.nyc.gov), by fax (646) 500-7190, or by regular mail: DCAS, 1 Centre Street, 14th Floor, New York, NY 10007. Your written request must include your full name, social security number, exam title(s), exam number(s), previous mailing and/or email address, and your new mailing and/or email address, and/or new telephone number.

#### **CHANGE OF NAME AND/OR SOCIAL SECURITY NUMBER:**

Use the Data Correction Form and follow all instructions for changing your name and/or social security number with DCAS. The following link will provide you with the DCAS Data Correction Form: <https://www1.nyc.gov/assets/dcas/downloads/pdf/employment/dp148a.pdf>.

#### **THE TEST RESULTS:**

If you pass the Education and Experience Exam, your name will be placed in final score order on an eligible list, you will be given a list number, and you will be notified by email of your test results. The eligible list determines the order by which candidates will be considered for appointment. If you meet all requirements and conditions, you will be considered for appointment if your name is reached on the eligible list. Once a list has been established, it will typically remain active for four years. To learn more about the civil service system go to: <https://www1.nyc.gov/site/dcas/employment/civil-service-system.page>.

If you believe that your test part was rated incorrectly, you may submit an appeal of your score to DCAS, Committee on Manifest Errors, through the Online Application System (OASys). Your appeal must give specific reasons why your score should be higher. Your appeal may result in a higher or lower rating.

To access the appeal portal of OASys, please log into your OASys account at [www.nyc.gov/examsforjobs](http://www.nyc.gov/examsforjobs) and use the following steps:

1. Navigate to the Dashboard for the Appeals tab.
2. Click the NEW APPEAL button to create and submit your appeal.
3. Select the exam from the Exam drop-down list, and
4. Select the exam part from the Exam Part drop-down list.
5. Select the reason for your appeal from the Appeal Reason drop-down list (if applicable).
6. Enter the details of your appeal by providing specific reasons why your score should be higher.

#### **ADDITIONAL INFORMATION:**

##### **Selective Certification for Special Experience, and/or Certificate:**

If you have the experience, and/or certificates listed below, you may be considered for appointment to positions requiring this experience, and/or certificates through a process called Selective Certification. If you qualify for Selective Certification, you may be given preferred consideration for positions requiring this experience, and/or certificates. If you wish to apply for Selective Certification, follow the onscreen instructions when completing the Education and Experience Exam to indicate your interest in such Selective Certification(s) and Final Submit it in the Online Application System (OASys). **Your experience, and/or certificates will be checked by the appointing agency at the time of appointment. If you are appointed through Selective Certification, the certificates must be maintained for the duration of your employment.**

1. **Apple Operations Technical Support (AOT):** At least five (5) years of full-time satisfactory experience supporting Apple systems, including print, graphics and post-editorial support.
2. **Backup Administration (119):** At least five (5) years of full-time satisfactory experience as an administrator of a large scale backup software product such as NetBackup, Networker, TSM, Simpana, Data Protector or Avamar, or five (5) years as a part time backup administrator with the remaining time spent administering either SAN storage, a virtualization hypervisor platform, or both.

3. **Broadband Management (BBM):** At least two (2) years of full-time experience including broadband technology project management, operations, documentation of programs and processes; technical operations resources, connective devices and related resources.
4. **Brocade Certified Fabric Administration (129):** A valid certification as a Brocade Certified Fabric Administrator from Network Appliance.
5. **Certified GIAC Certification (29X):** A valid certification from GIAC and two (2) years of full-time satisfactory cybersecurity experience.
6. **Certified Information Security Manager Certification (400):** A valid certification as a Certified Information Security Manager (CISM) from the Information Systems Audit and Control Association (ISACA).
7. **Cisco Certified Network Associate Certification (15C):** A valid certification as a Cisco Certified Network Associate (CCNA).
8. **CompTIA Security+ Certification (230):** A valid CompTIA Security+ Certification and two (2) years of full-time satisfactory cybersecurity experience.
9. **Computer Telephony Integration Systems Administration (CTI):** At least five (5) years of full-time satisfactory experience in administering, designing, developing, implementing, maintaining and/or enhancing Computer Telephony Integration systems and its related platforms. Examples include, but are not limited to: Genesys, PBX, Nortel or/and Avaya Telephony system IIS, Oracle Siebel, MS Dynamics, Oracle CRM, and Salesforce with strong knowledge of Unix, Linux and SQL.
10. **Customer Relationship Management (CRM) Systems Administration (233):** At least five (5) years of full-time satisfactory experience in administering, designing, developing, implementing, maintaining and/or enhancing industry leading CRM Systems and its related platforms. Examples include, but are not limited to: Oracle Siebel, Microsoft Dynamics, Oracle CRM, Salesforce, Actuate and/or BI Publisher, Visual Studio, IIS, SQL Server, SSRS, XML/XSL/Web Services with strong knowledge of Unix, Linux and SQL.
11. **Cyber Security (221):** At least five (5) years of full-time satisfactory experience in Cyber Security related technologies.
12. **EMC Certified Storage Administration (VMAX Solutions Specialist) (24C):** A valid certification as an EMC Certified Storage Administrator Specialist (VMAX Solutions) from Network Appliance.
13. **EMC Certified Storage Administration (VNX Solutions Specialist) (24D):** A valid certification as an EMC Storage Administrator Specialist (VNX Solutions) from Network Appliance.
14. **EMC Certified Storage Administration (SAN Specialist) (24B):** A valid certification as an EMC Storage Administrator Specialist (SAN Solutions) from Network Appliance.
15. **EMC Certified Storage Administration (Isilon Specialist) (24E):** A valid certification as an EMC Storage Administrator Specialist (Isilon Solutions) from Network Appliance.
16. **Enterprise Identity Access Management (23L):** At least two (2) years of full-time satisfactory experience in provisioning, monitoring, and auditing all types of system access.
17. **Incident Command Structure Certification (ICS):** A valid Incident Command Structure (ICS) certification such as FEMA's Professional Development Series certificate or an IS-100.C, IS-200.C, IS-700.B or IS-800.D certificate.
18. **Incident Response Management (42R):** At least five (5) years of full-time satisfactory supervisory experience in the management of cybersecurity incidents as part of a 24x7 operation. Experience must include: identifying, capturing, containing, and reporting malware; categorizing types of vulnerabilities and associated attacks; establishing mitigation, preparedness, and response and recovery approaches; maximizing preservation of property, and information security.
19. **Intrusion Prevention System Operations (416):** At least five (5) years of full-time satisfactory experience monitoring an enterprise network using Intrusion Prevention System (IPS) Technology for malicious activities such as security threats and policy violations. In addition, using IPS technology to identify suspicious activity, log information, attempt to block the activity, and then apply mitigation.
20. **IP Telephony Design and Engineering (386):** At least five (5) years of full-time satisfactory hands-on design and engineering experience with Cisco Call Manager, Cisco Contact Center, configuring Voice Gateways, dial-plans and H.323 protocols.
21. **IT Project Management (42B):** At least six (6) years of full-time, satisfactory experience consisting a combination of: (a) IT project management experience implementing packaged or custom built applications, systems, major system components, or integrations between multiple applications or system components; including deployment to, or provisioning of, physical, virtual, or cloud-based hosting; (b) experience managing multi-disciplinary teams including Business Analysts, Developers, Server Engineers, Network Engineers, Security Engineers, Quality Assurance Testers, and Support Engineers in a matrixed environment; and (c) experience with project management, project portfolio management, and IT Service Management tools such as MS Project, CA Clarity, and BMC Remedy. Acceptable application development projects include enterprise-class technologies such as but not limited to: HTML5, Java, Spring, .Net, Oracle, SQL server, MQ, Web Services, ETL, and specific product stacks such as Oracle WebLogic, JBOSS, Azure, AWS Elastic Beanstalk, Docker, OBIEE, Informatica, Socrata, Documentum, Law Manager, MS Dynamics CRM, MS SharePoint, and mobile technologies such as IOS and Android development.
22. **Information Security Compliance and Audit Administration (39A):** At least five (5) years of full-time satisfactory experience documenting and drafting security artifacts such as policies, standards, processes and procedures; analyzing and implementing risk and compliance management frameworks, policies, standards and best practices in support of the Information Security Governance, Risk Management and Compliance Programs; reviewing operating procedures, system security, programming controls, communication controls, backup and disaster recovery, and system maintenance.
23. **Information Technology Infrastructure Library Foundation Certification (39E):** A valid Information Technology Infrastructure Library (ITIL) Foundation certification from Axelos.
24. **IT Systems Integration Services (IDD):** At least five (5) years of full-time, satisfactory experience working with large complex system integration initiatives valued at \$10M or more and professional/vendor certification in information technology.
25. **Linux Engineering (DUL):** At least five (5) years of full-time satisfactory experience with UNIX & Linux System administration/engineering, including but not limited to experience administering, structuring, architecting, and supporting multi-tier web-based systems that are highly available and capable of handling large throughput and concurrency; experience in Veritas products including Cluster Server, Volume Manager, File System/other clustering & replication technologies, UNIX performance tuning; and understanding of Java 2 Enterprise Edition (J2EE) application development concepts.
26. **Mainframe Operations (46B):** At least five (5) years of full-time satisfactory experience in Mainframe operations including a knowledge base in JES2, TSO, and AOC, and production control batch experience working with IBM Workload Scheduler, Omegamon, Netview and mainframe console operations.
27. **Messaging & Collaboration Engineering (467):** At least five (5) years of full-time satisfactory experience working with MS Exchange, MS SharePoint, MS Lync, Storage Devices (including NetApp and EMC), BES, Windows Server, Archiving Solutions (including Enterprise Vault), eDiscovery, Scripting languages such as vbscript, and PowerShell.
28. **Microsoft Azure Certification (ACM):** A valid Microsoft Azure Certification from Microsoft.

29. **Microsoft 365 Fundamentals Certification/Credential(s) (MFC):** A valid certification based on role of position and specific skill base, showcasing proficiency in Microsoft 365.
30. **Multi-Large Scale System Support Management (477):** At least five (5) years of full-time satisfactory experience in design, deployment, and maintenance of Enterprise level SAN and NAS solutions. This experience must include all levels of the project life cycle from architecting to deployment to day to day operations, including troubleshooting Enterprise class data storage systems in multiple OS environments.
31. **Mobile Device Management (MDM):** At least five (5) years of full-time satisfactory experiencing managing a large portfolio of mobile devices using MDM or UEM software such as Omnisia Workspace One or equivalent, including but not limited to, implementation of an MDM platform, setting up and configuring new devices, device profiles, device security settings, access control, device lifecycle management and application management.
32. **Municipal Information Technology Experience Selective Certification (ITM):** At least one (1) year of full-time satisfactory Information Technology experience working for a municipal government in a similar position, which provides services for a city with over 1 million in population.
33. **NetApp Certified Data Administrator (NCDA) Certification (490):** A valid certification as a NetApp Certified Data Administrator (NCDA) from Network Appliance.
34. **Network Design and Engineering (51C):** At least five (5) years of full-time satisfactory hands-on design and engineering experience with Cisco Catalyst and Nexus range of switches; routers and F5 load balancers; BGP and OSPF routing protocols; and working with TCPIP subnetting.
35. **Network Operations Management (515):** At least five (5) years of full-time satisfactory experience managing an IP switched/routed wide area network consisting of 100 plus nodes. Must have working knowledge of switching/routing protocols; good understanding of load balancing and optical networking technologies; experience with Network Data Center Environments, Remedy and Clarity systems; proficiency with industry standard documentation application software (e.g. Microsoft Visio, Excel, Project etc.); and experience managing a group of six or more WAN network engineers.
36. **Oracle DBA (580):** At least five (5) years of full-time satisfactory experience as an Oracle DBA implementing and managing Oracle RAC environments, Grid Infrastructure release 11.2 or higher on a Unix/Linux environment, ASM cluster Filesystem, implementing instance caging, Oracle Database Resource Manager, Oracle Active Data Guard; Veritas Cluster Server for Oracle, Oracle Advanced Security Option and Golden Gate for Oracle Replication.
37. **Perimeter Security System Management (595):** At least five (5) years of full-time satisfactory experience maintaining and administering perimeter security systems such as firewalls and intrusion detection systems. Experience must include using network security concepts and designing solutions with enterprise level security devices. Must have hands-on experience with firewalls, firewall change requests, firewall configurations, network services, and network security device configurations.
38. **Public Safety IT (599):** At least two (2) years of full-time satisfactory experience in Public Safety technology.
39. **Red Hat Certified Systems Administrator (603):** A current (within the past 3 years) valid certification with at least two (2) years of full-time satisfactory administrator experience or a certification older than three (3) years with at least three (3) years of full-time satisfactory hands on experience including managing, configuration, and deploying Linux environments.
40. **ServiceNow Development (61M):** At least two (2) years of full-time satisfactory experience in analysis, design, development, implementation and maintenance of applications using ServiceNow ITSM platform.
41. **Solution Architecture (626):** At least five (5) years of full-time satisfactory hands-on experience architecting complex large scale systems that incorporate packaged and custom applications. The experience must include, but is not limited to: application architecture, enterprise architecture, release methodologies, project management, technical support, production support, client/server applications, internet and intranet applications, operating systems (Solaris, Windows), database platforms (Oracle, Microsoft, IBM), application platforms (desktop, mobile, web), application frameworks (Java, .NET), content management systems, portal products, application integration, and Service-Oriented architecture (SOA) development methodologies and environments.
42. **SQL DBA (718):** At least five (5) years of full-time satisfactory experience and expertise in Microsoft SQL Server Administration and Development, including SQL server performance management and tuning, database fault analysis and resolution effective Database Backup/Recovery strategy deployment.
43. **Telecommunication/VOIP (725):** At least two (2) years of full-time satisfactory experience in managing and overseeing the design, development, installation, configuration, integration, management, support, and/or enhancement of Voice-Over-IP System.
44. **VM Ware Support Engineering (774):** At least five (5) years of full-time satisfactory experience in virtualization technologies, including but not limited to, vSphere 4.x, 5.x & 6.x, vRA, vROPS, VCO, and NSX.
45. **Vulnerability Management (VMG):** At least five (5) years of full-time satisfactory experience managing system and network performance within the network environment or enclave, identifying system deviations from acceptable configurations, enclave policy, or local policy; and measuring the effectiveness of defense-in-depth architecture against known vulnerabilities.
46. **Web Content Management Systems Administration (WCS):** At least five (5) years of full-time satisfactory experience in administering, implementing, maintaining and/or enhancing Web-Content Management Systems. Examples include, but are not limited to: Apache Web Server, Microsoft IIS, Tomcat, JBOSS, WebLogic, WebSphere, IBM MQ, iWay, FileNet, Documentum, TeamSite, Portal, Siebel.
47. **Web Infrastructure System Administration (784):** At least five (5) years of full-time satisfactory experience in administering, implementing, maintaining and/or enhancing Enterprise Integration Bus and its related platforms. Examples include, but are not limited to IBM WebSphere Broker, IBM MQ, IBM DataPower, WebLogic, iWay, Oracle BPM.
48. **Windows Operations Management (795):** At least five (5) years of full-time satisfactory experience managing a Windows Server technical support team. Experience must include supporting a large scale environment with Windows 2003/2008/2012 Enterprise Server Platform or more recent version; Active Directory; Microsoft Clustering; and/or remote installation services.
49. **Windows Systems Administration (792):** At least five (5) years of full-time satisfactory experience providing technical support in a large-scale environment with Windows 2003/2008/2012 Enterprise Server Platform or more recent version, Active Directory, Microsoft Clustering; knowledge of TCP/IP, LDAP, HTTP, DHCP, WINS, DNS and of Remote Installation Services and/or remote installation services.
50. **Workforce Management (807):** At least two (2) years of full-time satisfactory experience in IT, including experience with workforce management tools in large multi-platform environments forecasting work volume, scheduling, staffing, tracking real time adherence and conformity, analyzing contact center performance real time and historically, and identifying opportunities to improve performance, driving continuous improvement efforts, managing the coordination of training for Service Desk staff, transforming a Helpdesk to a Service Desk environment; implementing a technical training program, implementing solutions to increase first call resolution rates, and/or developing a defined methodology surrounding departmental policies, processes and procedures.

**The above Selective Certification requirements may be met at anytime during the duration of the list.** If you meet this requirement at some future date, please submit request by email to: [LMACustomerService@dcas.nyc.gov](mailto:LMACustomerService@dcas.nyc.gov), or by mail to: DCAS Bureau of Examinations - Exam Development Group, 1 Centre Street, 14th Floor, New York, NY 10007. Please include the examination title and number, your full name, OASys Profile ID number, and the Selective Certification(s) you are requesting in your correspondence.

**Application Receipt:**

You will be emailed a receipt immediately after you have applied for the examination. If you do not receive this receipt, check "Junk", "Trash", or "Spam" folders for the primary email linked to your Online Application System (OASys) account. If you are unable to locate the email, you can view a summary of the notification email to you on your OASys Dashboard, then Notifications. If you are still unable to find the email, please email DCAS via the Contact feature available in OASys with a description of the issue and include the exam number and your profile number located on your Profile page. While on your Profile page, check that the email addresses you provided are correct and/or updated.

**Promotion Test:**

A promotion examination for this title is being held for eligible employees. The names appearing on the promotion list will be considered first in filling vacancies.

**PENALTY FOR MISREPRESENTATION:**

Any intentional misrepresentation on the application or examination may result in disqualification, even after appointment, and may result in criminal prosecution.

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The General Examination Regulations of the Department of Citywide Administrative Services (DCAS) apply to this examination and are part of this Notice of Examination. They are posted at [nyc.gov/dcas](http://nyc.gov/dcas) and copies are available at the DCAS Computer-based Testing & Application Centers.

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Internet: [nyc.gov/dcas](http://nyc.gov/dcas)**