



ERIC L. ADAMS  
Mayor

DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES  
BUREAU OF EXAMINATIONS

LOUIS A. MOLINA  
Commissioner

# NOTICE OF EXAMINATION

**INDUSTRIAL HYGIENIST**  
**Exam No. 6064**

**WHEN TO APPLY:**  
**From: December 3, 2025**  
**To: December 23, 2025**

**APPLICATION FEE: \$68.00**  
**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:**

Industrial Hygienists under supervision, conduct safety and health investigations to ensure compliance with Federal, State and City environmental and occupational health and safety regulations and other relevant laws and regulations; and operate a motor vehicle. All Industrial Hygienists perform related work.

**Special Working Conditions:**

Industrial Hygienists will be required to work various shifts including nights, Saturdays, Sundays, and holidays.

Some of the physical activities performed by Industrial Hygienists and environmental conditions experienced are: climbing stairs, scaffolds, ladders, bridge towers, etc.; bending, stretching, stooping, crawling; pulling, pushing and/or lifting objects weighing up to 75 lbs.; working in spaces which are excessively hot, confined, dusty, dirty, smelly and/or vermin infested; working in fire damaged buildings; working on roof tops; working outdoors in all kinds of weather; and working in dangerous neighborhoods. Industrial Hygienists will be required to wear safety equipment including protective overalls, safety vest, safety belt, harness, face mask, respirator, hard hat, eye and ear protection, gloves, and safety shoes.

(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 \$55,073 per annum. This rate is subject to change. There are two assignment levels within this class of positions. Appointments will generally be made to Assignment Level I. After appointment, employees may be assigned to the higher assignment level at the discretion of the agency.

**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 December 23, 2026. The experience requirement needed to qualify must be met by the last day of the Application Period (December 23, 2025).**

**EDUCATION AND EXPERIENCE REQUIREMENTS:**

- 1. A baccalaureate degree from an accredited college or university including or supplemented by 28 semester credits in industrial hygiene, environmental health science, occupational health science and/or safety engineering; **or**

**READ CAREFULLY AND SAVE FOR FUTURE REFERENCE**

2. A baccalaureate degree from an accredited college or university including or supplemented by 28 semester credits in the physical or natural sciences, civil engineering, mechanical engineering, environmental engineering, chemical engineering and/or toxicology and one year of satisfactory, fulltime work experience in the identification, evaluation and control of health and safety hazards; **or**
3. A baccalaureate degree from an accredited college or university and two years of satisfactory fulltime work experience as described in “2” above; **or**
4. A satisfactory combination of education and experience that is equivalent to “1”, “2”, **or** “3” above. Semester credits from an accredited college or university in industrial hygiene, environmental health science, occupational health science and/or safety engineering may be substituted for experience on the basis of 7 semester credits equals 6 months of experience, up to a maximum of 28 semester credits. Semester credits from an accredited college or university in the physical or natural sciences, civil engineering, mechanical engineering, environmental engineering, chemical engineering and/or toxicology may be substituted for experience on the basis of 7 semester credits equals 3 months of experience, up to a maximum of 28 semester credits. However, all candidates must have at least a baccalaureate degree from an accredited college or university.

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 (December 23, 2025) 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 (December 23, 2025), 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.**

**Driver License Requirement:** At the time of appointment, you must possess 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 Requirement:** You may be required to wear a face mask or respirator while performing the essential functions of an Industrial Hygienist. As a result, medical guidelines have been established for assignments that require wearing a face mask or respirator to determine whether candidates can safely wear this equipment while performing the essential functions of the position of Industrial Hygienist. Where appropriate, a reasonable accommodation will be provided for a person with a disability to enable him/her to take the examination, and/or perform the essential functions of the job.

**Residency Requirement Advisory:**

Under New York City Administrative Code Section 12-120, you might need to be a resident within 90 days of the date you are appointed to this position. Since residency requirements vary by title, appointing agency and length of service, consult the **appointing agency's personnel office** at the time of the appointment interview to find out if City residency is required.

**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:**

Apply through the Online Application System (OASys) at [www.nyc.gov/examsforjobs](http://www.nyc.gov/examsforjobs). Follow the onscreen application instructions to submit your application and payment. A valid email address is required. Free email accounts are available from Google, Yahoo!, AOL, Outlook.com, or Mail.com.

New OASys accounts must be verified to confirm your email address is valid and that you have access to the email account. You will receive a confirmation email from OASys to confirm your account upon registering for your OASys account. If any issues arise, contact DCAS at [nyc.gov/CivilServiceNowNYC](http://nyc.gov/CivilServiceNowNYC) and select the applicable subject. If you do not receive the confirmation email, check your spam or junk mail folder before contacting DCAS.

You can pay with major credit cards, bank cards, or prepaid debit cards with a credit card logo. Veterans and individuals receiving certain public assistance may qualify for a fee waiver. For more information on eligibility and required documentation, visit the Fee Waiver FAQs on OASys at <https://a856-exams.nyc.gov/OASysWeb/faqs>.

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

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 via [nyc.gov/CivilServiceNowNYC](https://nyc.gov/CivilServiceNowNYC) and select the applicable subject.

**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 (December 23, 2025) 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 (December 23, 2025), 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 in this examination):** 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://www.nyc.gov/assets/dcas/downloads/pdf/employment/nyc-dcas-foreign-education-evaluation-guide.pdf>. When you contact the evaluation service, ask for a "course-by-course" evaluation (which includes a "document-by-document" 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 (December 23, 2025).

**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:

**Education, experience, certificates and licenses used to gain additional credit must be obtained by the last day of the Application Period (December 23, 2025).**

<b>If you have satisfactory full-time experience with a City, State, or Federal governmental agency in the identification, evaluation and control of health and safety hazards for:</b>	<b>You will receive up to:</b>
At least 1 year but less than 2 years	5 points
At least 2 years but less than 3 years	10 points
At least 3 years but less than 4 years	15 points
At least 4 years but less than 5 years	20 points
5 or more years	25 points
<b>If you have satisfactory full-time experience with an employer other than a City, State, or Federal governmental agency in the identification, evaluation and control of health and safety hazards for:</b>	<b>You will receive up to:</b>
At least 1 year but less than 2 years	3 points
At least 2 years but less than 3 years	6 points

At least 3 years but less than 4 years	9 points
At least 4 years but less than 5 years	12 points
5 or more years	15 points

<b>If you have a Masters degree completed at an accredited college or university in:</b>	<b>You will receive:</b>
Industrial Hygiene or Environmental and Occupational Health and Safety	10 points

<b>If you have a(n):</b>	<b>You will receive:</b>
Asbestos Handler Certification (valid in New York State)	5 points
Asbestos Training (New York State Department of Health)	5 points
Associate Safety Professional Certification (Board of Certified Safety Professionals)	5 points
Certified Hazardous Materials Manager (CHMM) (Institute of Hazardous Materials Management)	5 points
Certified Industrial Hygienist (CIH) (American Board of Industrial Hygiene)	5 points
Certified Safety Professional (CSP) (Board of Certified Safety Professionals)	5 points
Class B Commercial Drivers License	5 points
Construction Health and Safety Technician (Board of Certified Safety Professionals)	5 points
FDNY Construction Site Fire Safety Manager (FDNY - S56 Certificate of Fitness)	5 points
Lead Risk Assessor Certification (valid in New York State)	5 points
Mold Assessor License (New York State Department of Labor)	5 points
OSHA 10hr Certification (for construction and general industry)	5 points
OSHA 30hr Certification (for construction and general industry)	5 points
Recurrent Hazmat Ground Shipper Certification (United States Dangerous Goods Training)	5 points
Scaffolding Training (NYC Department of Buildings approved)	5 points
Site Safety Manager (NYC Department of Buildings Certification)	5 points
Site Safety Training (SST) Card (NYC Department of Buildings approved providers)	5 points
Site Safety Training (SST) Supervisor Card (NYC Department of Buildings approved providers)	5 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.

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

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.

**Education and 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 (December 23, 2025) 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 (December 23, 2025), 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.**

**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)
- If you are unable to recall and/or no longer have access to the email address associated with your OASys account, please contact us via the following link: [nyc.gov/CivilServiceNowNYC](http://nyc.gov/CivilServiceNowNYC) using the "Account Access, User ID, Password, or Registration Issue" subject or call (212) 669-1357 (Monday - Friday from 9 AM - 5 PM EST).

**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://www.nyc.gov/site/dcas/employment/more-about-civil-service.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 Certification and/or Special Experience:** If you have the certification and/or experience listed in one or more of the areas below, you may be considered for appointment to positions requiring a certification and/or experience through a process called Selective Certification. If you qualify for Selective Certification, you may be given preferred consideration for positions requiring this certification and/or experience. If you wish to apply for this Selective Certification, follow the onscreen instructions when completing your Education and Experience Exam to indicate your interest in such Selective Certification and Final Submit it in the Online Application System (OASys). **Your certification(s) and/or experience will be checked by the appointing agency at the time of appointment.**

1. **Experience in Construction Site Safety (HOU):** At least one (1) year of satisfactory, full-time professional experience working in construction site safety.
2. **Environmental Health & Safety Sampling and Instrumentation (CHS):** At least one (1) year of satisfactory, full-time professional experience performing air sampling, noise and illumination measurements, and use of direct-reading instruments such as PIDs, FIDs, and sound level meters.
3. **Hazardous Materials and Chemical Hygiene (IHC):** Completion of a 40-hour HAZWOPER training course under 29 CFR 1910.120 and a minimum of one (1) year of satisfactory, full-time professional experience managing laboratory or industrial chemical hygiene programs.
4. **Respiratory Protection Program Administration (PPR):** Completion of a NIOSH-approved Respirator Fit Test Trainer course and two (2) years of demonstrated experience administering an organizational respiratory protection program under 29 CFR 1910.134.
5. **Certified Safety and Health Manager (SHM):** Possession of the Certified Safety and Health Manager (CSHM) credential issued by the Institute of Hazardous Materials Management (IHMM).
6. **Occupational Hygiene and Safety Technician (OHS):** Completion of Board of Certified Safety Professionals (BCSP) certification credential for safety practitioners responsible for industrial hygiene and occupational safety.
7. **Municipal Government Experience (MGE):** At least one (1) year of satisfactory, full-time professional experience working within a municipal government in a similar position, which provides services for a city with over 1 million in population.
8. **Federal Government Experience (FGE):** At least one (1) year of satisfactory, full-time professional experience working within the federal government of the United States in a similar position.
9. **AmeriCorps (AMC):** Successful completion of at least ten (10) months of satisfactory, full-time experience as a NYC Service AmeriCorps member at a City agency or non-profit organization, which includes 100+ hours of workforce preparedness trainings.
10. **Civil Service Pathways Fellowship (FEL):** Successful completion of at least one (1) year of the Civil Service Pathways Fellowship program.

**The above Selective Certification requirements may be met at any time during the duration of the list.** If you meet the Selective Certification requirements at some future date, please submit a request by contacting DCAS via the following link: *nyc.gov/CivilServiceNowNYC* using the "Selective Certification" subject. Please include the examination title and number, your full name, OASys Profile ID number, and the Selective Certification(s) you are requesting in your submission.

**Investigation:**

The position is subject to investigation before appointment. At the time of investigation, you will be required to pay a fingerprint screening fee of \$101.25 (\$75.00 for DCJS, \$12.00 for FBI plus a \$14.25 service fee). 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, or other satisfactory evidence, naturalization papers, if necessary, proof of any military service, and proof of meeting educational and experiential requirements, if applicable. You may be disqualified if your statements are found to be false, exaggerated, or misleading or if you fail to provide required documents. Investigation must be completed prior to appointment.

**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.

**PENALTY FOR MISREPRESENTATION:**

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

---

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* and copies are available at the DCAS Computer-based Testing & Application Centers.

The City of New York is an Equal Opportunity Employer.  
Title Code No. 31305; Public Health and Safety Inspectional Occupational Group.

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