



ZOHRAN KWAME
MAMDANI
Mayor

DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
BUREAU OF EXAMINATIONS

YUME KITASEI
Commissioner

NOTICE OF EXAMINATION

PROMOTION TO ELECTRICIAN Exam No. 6525

(For Agencies Under the Jurisdiction of the Commissioner, DCAS Only)

WHEN TO APPLY: From: March 4, 2026

To: March 24, 2026

APPLICATION FEE: \$101.00

Candidates paying the application fee with a credit, debit, or gift card will incur a nonrefundable 2.00% service fee. However, veterans, unemployed individuals, and those receiving public assistance or supplementary security income qualify for a fee waiver.

THE TEST DATE: Multiple-choice testing is expected to begin on **Tuesday, June 9, 2026.**

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

WHAT THE JOB INVOLVES:

Electricians, under direction, perform work on the installation, repair and maintenance of high or low tension electrical systems for light, heat, power and communications in or on buildings, structures and highways. They install, repair, replace and maintain electric wiring systems and components, equipment and apparatus in or on buildings and structures in accordance with the New York City Electrical Code, pertinent plans, specifications and job orders; install, repair, replace, and maintain electric wiring and equipment, traffic signals and controllers; install conduits, raceways and electrical conductors; conduct tests on existing installations to determine faults and make necessary repairs; when assigned to a position requiring a Special Electrician License as a NYC certified electrician or the ability to obtain one, obtain permits for electrical work to be performed; conduct and/or witness tests on electrical wiring systems, equipment and/or appliances; prepare applications, reports, notices and other documents; prepare required sketches, drawings and layouts; keep job and other records; in the temporary absence of the supervisor, may perform the duties of that position; supervise assigned personnel; and may drive motor vehicles. All Electricians perform related work.

Special Working Conditions:

Electricians may be required to work various shifts including nights, Saturdays, Sundays, and holidays.

Some of the physical activities performed by Electricians and environmental conditions experienced are: reading meters and instruments in dimly lit areas; climbing and descending ladders; working in areas of hot temperatures and poor ventilation; using both hands to work overhead; using hand held tools to prepare wires and conduit for installation; carrying tools and equipment up and down stairs; and distinguishing colors.

(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 \$68.71 per hour for a 35-hour work week. This rate is subject to change.

ELIGIBILITY TO TAKE EXAMINATION:

This examination is open to each employee of an agency under the jurisdiction of the Commissioner of the Department of Citywide Administrative Services who **on the first date of the multiple-choice test:**

1. holds a permanent (not provisional) competitive appointment or appears on a Preferred List (see Note, below) for the title of Electrician's Helper; and
2. is not otherwise ineligible.

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

This examination is also open to employees who were appointed to an eligible title pursuant to New York State Civil Service Law, section 55-a, and who meet all other eligibility requirements.

If you do not know if you are eligible, check with **your agency's personnel office**. You may be given the test before we verify your eligibility. It is your responsibility to ensure that you meet the eligibility

READ CAREFULLY AND SAVE FOR FUTURE REFERENCE

requirements for the examination before submitting your application. If it is determined prior to the test date that you are not eligible to participate in this examination, you will not receive an Admission Notice to take the multiple-choice test, you will not be permitted into the test site, and your application fee will not be refunded. If it is determined after the test date that you are not eligible to participate in this examination, your application fee will not be refunded and you will not receive a score.

Pulmonary Testing Requirement: Some positions within the New York City Housing Authority may require pulmonary testing for the ability to wear respirators.

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 the eligible title for at least one year.

HOW TO APPLY:

Apply through the Online Application System (OASys) at www.nyc.gov/examsforjobs. Follow the onscreen 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 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

Application Receipt:

After applying for the examination through the Online Application System (OASys), expect an immediate receipt via email. If you don't see it, be sure to check your Junk, Trash, or Spam folders. Alternatively, you can view a summary of your application status on your OASys Dashboard under "Notifications."

If you still can't find the email, contact DCAS at nyc.gov/CivilServiceNowNYC and select the applicable subject. Include your exam number and profile number for easier identification. Also, verify that your email address in your profile is accurate and up to date. Finally, add OASys@dcas.nyc.gov to your known senders to ensure you receive all important communications.

Special Circumstances Guide:

This Guide provides instructions for requesting alternate test dates for religious observances, how to apply for disability accommodations, Legacy credit, and address changes. Following the relevant instructions in the guide is crucial when filling out the "Application for Examination." Guide Link:

https://www1.nyc.gov/assets/dcas/downloads/pdf/employment/pdf_c_special_circumstances_guide.pdf

Civil Service Guidance for Veterans:

There are a range of benefits available to eligible veterans in their civil service careers. Specifically, veterans and disabled veterans may be eligible for application fee waivers, preference credits, make-up exams, retroactive seniority, and age deduction where the exam has maximum age requirements. Review the Civil Service Guidance for Veterans at:

<https://www.nyc.gov/assets/dcas/downloads/pdf/employment/faqs-for-veterans.pdf>

PENALTY FOR MISREPRESENTATION:

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

REQUIRED INFORMATION:

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.

THE TEST:

The multiple-choice test for the **Electrician** position will be conducted at a computer terminal. To pass, you must achieve a minimum score of 70%. Your score on this test will determine 85% of your final score. Your seniority will determine the remaining 15%. You must pass the multiple-choice test to have your seniority credited. Your seniority score will be 70 plus 1/2 point for each three months of completed, permanent, continuous service with an agency under the jurisdiction of the Commissioner, Department of Citywide Administrative Services in competitive class titles. Your service will be credited through the date of the test, up to a maximum of 15 years. Time served prior to a break in service of more than one year will not be

credited.

Topics covered include Safety; Interpretation and Revision of Drawings; Repair, Installation, and Maintenance; Supervising, Administrative Duties, and Miscellaneous.

The multiple-choice test may include questions on A.C circuits and machinery; applicable NYC codes/amendments; building and construction; control systems; D.C circuits and machinery; electrical technology; electrical drawings, schematics, blueprints, diagrams, and specifications; generators and transfer switches; grounding and bonding; machine and power tools; methods and procedures for the installation, alteration, maintenance, and repair of electrical wiring and equipment; proper use and selection tools, fittings, materials, measuring instruments, and meters used in the Electrician's trade; public safety and security; safe working practices and procedures; single-phase electricity; system grounding; three-phase electricity; standards of proper employee ethical conduct, including provisions of Mayor's Executive Order No. 16 of 1978 as amended; and other related areas.

The multiple-choice test may also include questions requiring the use of any of the following abilities:

Analytical Thinking: Analyzing information and using logic to address specific work-related issues and problems; involves the identification of problems, not implementation of solutions. Example: An Electrician troubleshoots electrical issues by understanding what happened and coming up with a solution.

Attention to Detail: Being careful about detail and thorough in completing work tasks. Example: An Electrician is careful when running and installing conduits and cables.

Deductive Reasoning: Applying general rules to specific problems to come up with logical answers. It involves deciding if an answer makes sense. Example: An Electrician troubleshoots electrical issues when working with customers or clients.

Inductive Reasoning: Combining separate pieces of information, or specific answers to problems, to form general rules or conclusions. It involves the ability to think of possible reasons for why things go together. Example: An Electrician deals with several electrical issues and formulates a pattern as to where the problem originated.

Judgment & Decision-Making: Reviewing information to develop and evaluate the relative costs and benefits of potential solutions to problems and choosing the most appropriate one; implementing a course of action determined by thinking analytically. Example: An Electrician is given a job assignment involves gathering material and needs to determine how much material to use as to not be wasteful.

Mathematical Reasoning: Understanding & organizing a problem and then selecting a mathematical method or formula to solve the problem. It encompasses reasoning through mathematical problems to determine appropriate operations that can be performed to solve problems. Example: An Electrician determines the length of wire needed to complete a job.

Number Facility: Involves the degree to which adding, subtracting, multiplying, and dividing can be done quickly and correctly. Example: An Electrician needs to make simple measurements of the material they are using.

Planning & Organizing: Establishing a method of execution to accomplish a specific goal over an extended period of time; determining appropriate assignments and allocation of resources. Example: An Electrician has to organize tools and materials at a construction site.

Spatial Orientation: Telling where you are in relation to the location of some objects or to tell where the object is in relation to you. Example: When an Electrician is working in an office area, he makes a determination as to whether it is safe for individuals to be working at their desk at the moment.

Visualization: Imagining how something would look when it is moved around or when its parts are moved or rearranged. It requires the forming of mental images of how patterns or objects would look after certain changes, such as unfolding or rotation. One has to predict how an object, set of objects, or pattern will appear after changes have been carried out. Example: When an Electrician is installing equipment, they need to determine how much space it will occupy.

Written Expression: Using English words or sentences in writing so that others will understand. Example: An Electrician writes reports.

Certain questions may need to be answered on the basis of documents or other information supplied to the candidates on the date of the multiple-choice exam.

EXAM SITE ADMISSION:

Your Admission Notice will be available on your Dashboard in OASys 14 days before the first date on which testing is expected to begin. Test site assignments will take your address into consideration, but nearness to your address cannot be guaranteed.

Warning: The use of electronic devices at the test site is strictly prohibited. This includes phones, smart watches, cameras, e-cigarettes, vape pens, and other portable media or electronic devices. Any of these items brought to the test site will be placed in a Yondr pouch and sealed until after the exam event (Examination, Protest Review Session, TVB session). Headphones and earbuds are also not allowed. Only basic hand-held calculators for addition, subtraction, multiplication, and division are permitted; calculators with additional features are banned and will be sealed in a Yondr pouch if brought to the site. If you use any prohibited devices or remove them from your Yondr pouch without authorization-whether in the testing area, restroom, hallway, or any other location-you will have your test score nullified, be barred from taking civil service tests for up to five years and forfeit your application fee.

If you have a medical assistive device that sends alerts or vibrates, you must obtain written authorization from DCAS to use it during the test. To request authorization, contact DCAS at testingaccommodations@dcas.nyc.gov.

Furthermore, you cannot bring anyone with you while being processed or taking the test, and no one is allowed to wait for you inside the Computer-based Testing & Application Center during the exam.

Required Identification: To enter the test site, you must bring one valid (non-expired) ID that includes both your signature and photo. The name on your ID must match the first and last name used in your exam application. If you fail to provide an acceptable form of identification, you may be denied entry to the test. Acceptable forms of identification (bring one) are as follows: State issued driver's license, City or State issued identification card, IDNYC, US Government issued Passport, US Government issued Military Identification Card, US Government issued Alien Registration Card, Employer ID with photo, or Student ID with photo.

Leaving: After completing your test, you must leave the test site immediately. If you exit the site after being fingerprinted but before finishing the test, you will not be allowed to re-enter. Ignoring this instruction and attempting to re-enter could result in not receiving your test results, nullification of your test score, and forfeiture of your application fee.

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

It is essential to promptly notify DCAS of any changes to your mailing address, email address, or phone number. Without your correct contact information, you may miss important updates regarding your exam(s), appointment considerations, or critical information that requires a timely response. To update your contact information, follow these steps:

- City Employees - update your information in NYCAPS Employee Self-Service (ESS) at www.nyc.gov/ess
- All Others - Log into your OASys account at www.nyc.gov/examsforjobs, navigate to your Dashboard, and update your Profile page.

CHANGE OF NAME AND/OR SOCIAL SECURITY NUMBER:

To change your name and/or social security number with DCAS, use the Data Correction Form and follow all instructions provided. You can access the DCAS Data Correction Form at the following link: <https://www1.nyc.gov/assets/dcas/downloads/pdf/employment/dp148a.pdf>

THE TEST RESULTS:

If you pass the multiple-choice test and are marked eligible, your name will be placed on an eligible list in final score order. You will receive a list number and be notified of your test results via email. This eligible list determines the order of candidates considered for promotion, usually active for four years.

For more information about the civil service system, visit: <https://www.nyc.gov/site/dcas/employment/more-about-civil-service.page>.

If you believe your test was rated incorrectly, you can appeal your score to DCAS, Committee on Manifest Errors, using the Online Application System (OASys). Your appeal must clearly state the reasons for requesting a higher score and may result in a different rating.

SPECIAL ARRANGEMENTS:

Late Filing:

Consult **your agency's personnel office** to determine the procedure for filing a late application if you meet one or more of the following conditions:

1. You are absent from work for at least one-half of the application period and cannot apply for reasons such as vacation, sick leave or military duty; or
2. You become eligible after the above application period closed but before the date on which testing is expected to begin

Make-up Test:

You may apply for a make-up test if you cannot take the test on the regular test date(s) for any of the following reasons:

1. being ordered to military duty; or
2. compulsory attendance before a court or other public body or official having the power to compel attendance; or
3. on-the-job injury or illness caused by municipal employment where you are an officer or employee of the City; or
4. absence from the test within one week after the death of a spouse, domestic partner, parent, parent-in-law, sibling, child or child of a domestic partner where you are an officer or employee of the City; or
5. a clear error for which the Department of Citywide Administrative Services or the examining agency is responsible; or
6. a temporary disability; or
7. pregnancy, childbirth or a related medical condition.

To request a make-up test, contact Administration, Customer, and Exam Support (ACES) by email at testingaccommodations@dcas.nyc.gov, as soon as possible, and include documentation of the special circumstances that caused you to miss your test.

ADDITIONAL INFORMATION:

Selective Certification for License or Special Experience:

If you have a license or special experience listed below, you may be considered for promotion to positions requiring this license or special experience through a process called Selective Certification. If you qualify for Selective Certification, you may be given preferred consideration for positions requiring this license or special experience. Follow the instructions given to you on the day of the multiple-choice test to indicate your interest in such Selective Certification. Your license or special experience will be checked by the promoting agency at the time of promotion. If you are promoted through Selective Certification based on possessing a license, this license must be maintained for the duration of your employment.

1. **Selective Certification for Positions Requiring a Driver License (MVO):** A motor vehicle Driver License that is valid in the State of New York.
2. **Selective Certification for New York State Class B Commercial Driver License (CDL):** A valid New York State Class B Commercial Driver License. If you have any moving violations, license suspensions or an accident record, you may not be qualified for positions requiring this license.

Drug Screening Requirement: Candidates who are considered for promotion to positions through the above Selective Certification must pass a drug screening in order to be promoted. If promoted through Selective Certification, you will be subject to drug and alcohol testing for the duration of your employment.

3. **Selective Certification for New York City Special Electrician License (SEL):** A valid New York City Special Electrician License. Note: A valid New York City Master Electrician License is acceptable if you will convert the license to a Special Electrician License upon promotion.
4. **Selective Certification for Traffic Signal Construction Experience (TSE):** At least two (2) years of full-time satisfactory journeyman level electrician experience in traffic signal construction.
5. **Selective Certification for Roadway Lighting Construction Experience (RLC):** At least two (2) years of full-time satisfactory journeyman level electrician experience in roadway lighting construction.
6. **Selective Certification for positions requiring Marine Electronic Experience (MEL):** At least two (2) years of full-time satisfactory journeyman level electrician experience in troubleshooting and repairing marine electronics, electrical systems and controls.

Drug/Alcohol Screening Requirement for Selective Certification for positions requiring Marine Electronic Experience: You must pass a drug screening in order to be promoted, and if promoted, you will be subject to random drug and alcohol tests for the duration of your employment.

Transportation Worker Identification Credential (TWIC) Requirement for Selective Certification for positions requiring Marine Electronic Experience: You must possess a TWIC issued by the U.S. Transportation Security Administration at the time of promotion. If you are engaged in an appeal or waiver process for the TWIC, you will not be considered for promotion until such process has been completed. You must maintain your TWIC for the duration of your employment.

7. **Selective Certification for Fiber Installation Experience (FIE):** At least two (2) years of full-time satisfactory experience in splicing single-mode fiber optic cable and troubleshooting single-mode installation of fiber.
8. **Selective Certification for Positions Requiring Heating Experience (HET):** At least six (6) months of full-time satisfactory experience in the diagnosis and repair of the electrical components of heating plants and hot water systems in large tenanted buildings, including burner and boiler repair in a private, not for profit, or government agency.
9. **Selective Certification for Positions Requiring High Voltage Experience (HVE):** At least six (6) months of full-time satisfactory experience working on "High Voltage," as set forth in the most current adoption of the New York City Electrical Code or as set forth in Code Rule 57 Extracts of the New York State Labor Law.

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 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.

This examination is for all City agencies and not for the City University of New York (CUNY) or NYC Health + Hospitals. If you would like to apply for Promotion to Electrician with CUNY, you must submit a separate application and fee for Exam No. 6523 from March 4, 2026 through March 24, 2026. If you would like to apply for Promotion to Electrician with NYC Health + Hospitals, you must submit a separate application and fee for Exam No. 6524 from March 4, 2026 through March 24, 2026.

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

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