



ZOHRAN KWAME
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Mayor

DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES
BUREAU OF EXAMINATIONS

YUME KITASEI
Commissioner

NOTICE OF EXAMINATION

ESTIMATOR (GENERAL CONSTRUCTION)
Exam No. 7033

WHEN TO APPLY:	From: August 5, 2026	APPLICATION FEE: \$82.00
	To: August 25, 2026	Paying by credit, debit, or gift card incurs a nonrefundable 2.00% service fee.
		The application fee may be waived for: New York City high school students, first-time test takers, veterans, unemployed individuals, and those receiving public assistance or supplementary security income.

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

WHAT THE JOB INVOLVES:

Estimators (General Construction) perform general construction estimating work of varying degrees of difficulty and responsibility. They may operate a motor vehicle to visit sites. All Estimators (General Construction) perform related work.

Some of the physical activities performed by Estimators (General Construction) and environmental conditions experienced are: walking to and from inspection sites; climbing and descending from ladders or stairs to get to areas to be inspected; standing for extended periods of time; bending and stooping during inspections; working in confined areas; communicating orally; carrying clipboards and inspection forms; climbing around and over various objects; walking in areas that may be damp, dark, dusty, smoky or acrid; and working outdoors in all kinds of weather.

(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 \$66,330 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:

It is your responsibility to ensure that you meet the education and experience requirements for the examination before submitting your application. If you are deemed "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 August 25, 2027. The experience requirement needed to qualify must be met by the last day of the Application Period (August 25, 2026).

EDUCATION AND EXPERIENCE REQUIREMENTS:

1. A four-year high school diploma or its educational equivalent **and** seven years of full-time satisfactory experience in general construction estimating; **or**
2. Education and/or experience equivalent to "1" above. Undergraduate college credit can be substituted for experience on the basis of 30 semester credits leading to a baccalaureate degree from an accredited college or university in civil engineering, civil engineering technology, architecture or architectural technology for one year of experience, up to a maximum of four years of acceptable experience. Full-time satisfactory experience in civil engineering or architecture will be credited on a year for year basis up to a maximum of five years of acceptable experience. However, all candidates must have a four-year high school diploma or its educational equivalent **and** two years of full-time satisfactory experience in general construction estimating.

READ CAREFULLY AND SAVE FOR FUTURE REFERENCE

Experience in electrical or mechanical estimating is not acceptable towards meeting the qualification requirements.

The high school diploma or its educational equivalent must be approved by a State's Department of Education or a recognized accrediting organization. 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 will get instructions on converting part-time experience to the full-time equivalent.

You must final submit your Education and Experience Exam in OASys by midnight Eastern time on the last day of the Application Period, and once you Final Submit, no changes can be made.

Failure to click Final Submit by the deadline will result in an incomplete application, and you will not receive a score or a refund of the application fee.

Residency Requirement:

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 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. 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 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://www.nyc.gov/assets/dcas/downloads/pdf/employment/nyc-dcas-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 appointment, and may result in criminal prosecution.

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:** Complete the exam by following the on-screen instructions. You must provide detailed information about your licenses, education, and experience and finalize your submission in the Online Application System (OASys) by midnight Eastern time on the last day of the application period. Once you click on Final Submit, no further changes can be made. Failure to submit by the deadline will result in your examination being deemed incomplete, and you will not receive a score or be invited to any subsequent exam portions. Additionally, your application fee will not be refunded.
- 3. **If applicable, ensure your foreign education evaluation is submitted directly to DCAS by an approved evaluation service within eight weeks after the application deadline.** Approved evaluation services are listed in the Foreign Education Evaluation Guide located on the DCAS website at <https://www.nyc.gov/assets/dcas/downloads/pdf/employment/nyc-dcas-foreign-education-evaluation-guide.pdf>. Request a **"document-by-document" (general)** evaluation.

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:

Experience used to gain additional credit must be obtained by the last day of the Application Period (August 25, 2026).

If you have additional satisfactory full-time general construction estimating experience for:	You will receive up to:
At least 6 months but less than 1 year	5 points
At least 1 year but less than 2 years	10 points
At least 2 years but less than 3 years	15 points
At least 3 years but less than 4 years	20 points
At least 4 years but less than 5 years	25 points
5 or more years	30 points

Experience in electrical or mechanical estimating is not acceptable experience for additional credit.

During the Education and Experience Exam (EEE), you will get instructions on converting part-time experience to the full-time equivalent.

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

You must Final Submit your Education and Experience Exam in OASys by midnight Eastern time on the last day of the Application Period, and once you Final Submit, no changes can be made.

Failure to click Final Submit by the deadline will result in an incomplete application, and you will not receive a score or a refund of the 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 Education and Experience Exam, 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 appointment, 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.

ADDITIONAL INFORMATION:

Selective Certification for Certificate, License, and/or Special Experience: If you have the certification, license, and/or experience listed in one or more of the areas below, you may be considered for appointment to positions requiring this certification, license, 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, license, and/or experience. If you wish to apply for this Selective Certification, follow the onscreen instructions when completing the Education and Experience Exam to indicate your interest in such Selective Certification and Final Submit it in the Online Application System (OASys). **Your certification, license, and/or experience will be checked by the appointing agency at the time of appointment.**

1. **Energy Management (Foundational) (EMF):** Possession of a valid Certified Energy Manager ("CEM") certification from the Association of Energy Engineers ("AEE").
2. **Energy Management (Extensive) (EMV):** Possession of a valid Certified Energy Manager ("CEM") certification from the Association of Energy Engineers ("AEE") and at least one of the following valid certifications from AEE: Certified Energy Auditor ("CEA"), Certified Building Commissioning Professional ("CBCP"), or Certified Measurement and Verification Professional ("CMVP").
3. **Energy Auditing (ENA):** Possession of at least one of the following valid certifications: Certified Energy Manager ("CEM") certification from the Association of Energy Engineers ("AEE"), Certified Energy Auditor ("CEA") certification from AEE, High-Performance Building Design Professional ("HBDP") certification from the American Society of Heating, Refrigerating and Air Conditioning Engineers ("ASHRAE"), Building Energy Assessment Professional ("BEAP") certification from ASHRAE, or Multi-Family Building Analyst ("MFBA") certification from the Building Performance Institute ("BPI").
4. **Building Commissioning (BDC):** Possession of at least one of the following valid certifications: Existing Building Commissioning Professional ("EBCP") certification from the Association of Energy Engineers ("AEE"), Certified Building Commissioning Professional ("CBCP") certification from AEE, or Certified Commissioning Authority ("CxA") certification from AABC Commissioning Group ("ACG").
5. **Sustainability (SUS):** Possession of at least one of the following valid credentials: LEED Green Associate ("LEED GA") accreditation from the U.S. Green Building Council ("USGBC"), LEED Accredited Professional accreditation from the USGBC with specialization in Building Design + Construction or Operations + Maintenance ("LEED AP BD+C" or "LEEDAP O+M"), or Environmental Sustainability Professionals ("ENV SP") certification from the Institute for Sustainable Infrastructure.
6. **Energy Management (Foundational) and Sustainability (EFS):** Possession of a valid Certified Energy Manager ("CEM") certification from the Association of Energy Engineers ("AEE") and at least one of the following valid credentials: LEED Green Associate ("LEED GA") accreditation from the U.S. Green Building Council ("USGBC"), LEED Accredited Professional accreditation from the USGBC with specialization in Building Design + Construction or Operations + Maintenance ("LEED AP BD+C" or "LEED AP O+M"), or Environmental Sustainability Professionals ("ENVSP") certification from the Institute for Sustainable Infrastructure ("ISI").
7. **Certified Estimating Professional (CET):** Possession of a valid Certified Estimating Professional (CEP) certification from the Association for the Advancement of Cost Engineering International (AACE).
8. **Certified Cost Professional (CCO):** Possession of a valid Certified Cost Professional (CCP) certification from the Association for the Advancement of Cost Engineering International (AACE).
9. **Certified Professional Estimator (CPT):** Possession of a valid Certified Professional Estimator (CPE) certification from the American Society of Professional Estimators (AASP).
10. **Certified Construction Manager (CMG):** Possession of a valid Certified Construction Manager (CCM) certification from the Construction Management Association of America.
11. **Project Management Professional (58V):** Possession of a valid Project Management Professional (PMP) certification from the Project Management Institute.
12. **Public Capital Construction Estimating Experience (EEP):** At least one (1) year of satisfactory, full-time experience preparing detailed construction cost estimates, quantity takeoffs, bid analyses, change order estimates, or independent cost estimates for public capital construction projects.
13. **Experience Analyzing Greenhouse Gas Emissions (GHG):** At least one (1) year of satisfactory, full-time experience conducting analysis, inventories, and/or verification of greenhouse gas emissions.
14. **Municipal Government Experience (MGE):** At least one (1) year of satisfactory, full-time experience working within a municipal government in a similar position, which provides services for a city with over 1 million in population.
15. **Federal Government Experience (FGE):** At least one (1) year of satisfactory, full-time experience working within the federal government of the United States in a similar position.
16. **Driver License (MVO):** Possession of a motor vehicle Driver License that is valid in the State of New York. Your Driver License will be checked by the agency at the time of appointment. **If you are appointed through Selective Certification, you must maintain your motor vehicle Driver License for the duration of your employment.**

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/CivilServiceNow/NYC](https://www.nyc.gov/CivilServiceNow/NYC) 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.

Translation Notice:

This document is provided in English. Solely for convenience, Google Translate is offered to provide machine-generated translations to other languages. The New York City Department of Citywide Administrative Services (DCAS) makes no representations or warranties, express or implied, regarding the accuracy, completeness, or reliability of any machine-generated translation and shall not be liable for any errors or omissions arising from the use of such translations. In the event of any conflict or inconsistency between the translated version and the English version, the English version will control and prevail.

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.
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For information about other exams, and your exam or list status, call 212-669-1357.

Internet: nyc.gov/dcas