



# Promotion Examinations 2026 Report

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*Local Law 77 (2024)*

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## | Background

[Local Law 77 of 2024 \(LL77\)](#) requires the Department of Citywide Administrative Services (DCAS) to publish a report on the administration of promotion examinations across city government. The report will be posted on DCAS' website and submitted to the mayor and the speaker of the council every even year beginning January 31, 2026 and will cover the prior two-year period.

LL77 went into effect on July 8, 2024. As a result, this inaugural report includes data on promotional exams that were administered in fiscal year 2025 (FY25), covering the period from July 8, 2024 through June 30, 2025.

## | Reporting Requirements

LL77 outlines several requirements that must be addressed in this report. Below is a brief summary of each requirement and how DCAS has complied.

### **Sections 1 and 2: Employee Titles and Demographics**

Sections 1 and 2 of LL77 require DCAS to report on the promotional titles and demographic makeup of direct line employees and collateral line employees. The required information can be found in [Table 1](#) below.

### **Section 3: Use of Direct Line vs. Collateral Line Promotions**

Section 3 of LL77 asks DCAS to explain whether it was practicable to fill a vacancy using only direct line employees or was impracticable or against the public interest to limit eligibility for promotion to direct line employees.

This is reflected in [Table 1](#) by the following, where there is only a direct line to a promotional title, it was deemed practicable to fill the vacancy from direct line title and where there is a collateral line, it was deemed impracticable to only fill the vacancy from direct line titles. Furthermore, the decision to add a collateral line is made at the request of an agency and a subsequent analysis by DCAS to ensure the collateral lines meet the same minimum qualifications.

### **Section 4: Diversity and Eligibility Criteria**

LL77 (2024) creates several requirements for the Report on Promotion Examinations. Section (c)(4)(a) requires DCAS to address whether or not expanding eligibility for promotion to collateral line employees or comparable position employees would promote greater diversity in the career advancement of employees.

Moreover, Section (c)(4)(b) requires DCAS to report on whether or not prescribing minimum training and experience qualifications for eligibility for promotion would promote greater diversity in the career advancement of employees, as well as the minimum training and experience qualifications considered for prescription.

The civil service system is administered according to the New York State Civil Service Law and the Personnel Rules and Regulations of the City of New York. Approximately 80% of employees hold Competitive class titles, which are titles that test merit and fitness of job applicants by competitive examination. Under [Section 52 of the Civil Service Law](#), except for positions which are determined should be filled via Open Competitive examinations, positions in the Competitive class must be filled, as far as practicable, from persons holding positions in direct lines of promotions. When DCAS makes a determination that it is impracticable or against public interest to limit promotion eligibility to those in direct line of promotions, DCAS may extend eligibility to related or collateral lines, or comparable positions, in any other unit (all grouped as “collateral”) and may prescribe minimum training and experience qualifications for eligibility.

DCAS is committed to diversity, equity and inclusion. This commitment is shown through DCAS’ pathway programs, recruitment efforts, and training and professional development programs. DCAS oversees the citywide [NYCityLearn](#) Course Catalog, released seasonally, which provides employees with a wealth of professional development and certification training opportunities. These multi-modal training courses are meant to provide employees with the tools they need to grow in their respective roles and help them prepare for promotional opportunities. Additionally, DCAS administers Citywide Career Counseling training for all agencies. This program ensures that employees across all mayoral agencies receive career advancement support to chart their own career paths and understand the wide range of resources available to help them move up the career ladder within city government.

DCAS values diversity and the professional growth of employees. However, expanding eligibility for promotion examinations to collateral titles based on desire to promote greater diversity in career advancement of employees does not meet the standard of impracticability required under the New York State Civil Service Law.

In cases where DCAS does expand eligibility based on impracticability or against public interest, DCAS will determine whether service in an eligible title provides appropriate preparation for the promotion examination. DCAS will also determine whether there are any factors limiting the number of employees in direct lines of promotion who are eligible to take the promotion examination. These factors are based on job-related and operational considerations that affect the city’s ability to recruit, retain, or maintain a qualified workforce.

### **Section 5: Promotion vs. Open Competitive Examinations**

LL77 (2024) also requires DCAS to provide clarity on the decision-making process around offering open competitive examinations or promotion examinations.

Section 5a requires DCAS to explain when a position is filled through an open competitive exam, instead of a promotional exam, which appointing officer submitted the request to DCAS and their reasoning for such request.

Pursuant to Section 52 of the Civil Service Law, it is general DCAS practice to conduct only a promotion examination or both an open competitive examination and a promotion examination concurrently. This ensures that Competitive class positions are filled from direct lines of promotion within city service whenever practicable. DCAS will only conduct an open competitive examination where it is impracticable to conduct a promotion examination. Typically, entry-level

titles will only have an open competitive examination because there are no titles below from which to promote.

Further, Section 5b requires DCAS to provide information on whether or not any employee submitted a written request to the commissioner for a promotion examination rather than an open competitive examination, and their reasoning. DCAS has not received requests from individual employees for a promotion examination rather than an open competitive examination.

For vacancies filled by open competitive examinations, Section 5c asks DCAS to provide the factors upon which the commissioner determined to conduct an open competitive examination instead of a promotion examination to fill vacancies. Since DCAS does not conduct open competitive examinations when there are incumbent employees eligible for promotion, this specific reporting requirement cannot reasonably be fulfilled.

## | Methodology

For each Promotion examination that was offered in FY25, direct line and collateral line titles were identified. Employees were considered eligible to take the examination if they were actively serving and held permanent civil service status in the direct or collateral line as of the application end date for education and experience examinations or on the date of the multiple-choice exam. Employees who may not be actively serving in the direct or collateral line but had permanent civil service status in the underlying title that was in the direct or collateral line of promotion at the time of the exam, were also considered eligible for the Promotion exam.

### Demographic Reporting

The gender and race/ethnicity of eligible employees are summarized as percentages. For gender, employees who identified as Non-binary, other gender not listed, or who chose not to disclose their gender, were aggregated under the category of “Some Other Gender” (SOG) due to smaller numbers in those respective categories. Similarly for race/ethnicity, employees who identify as Native Americans or Alaska Natives, two or more races, or choose not to disclose their race/ethnicity were aggregated under “Some Other Race” (SOR).

Titles that had less than five (5) eligible employees were redacted to protect employee privacy.

### Instructions on how to Read the Data

As a reminder, in [Table 1](#), where there is only a direct line to a promotional title, it was deemed practicable to fill the vacancy from direct line titles. Where there is a collateral line, it was deemed impracticable to only fill the vacancy from direct line titles. The decision to add a collateral line is made at the request of an agency and a subsequent analysis by DCAS to ensure the collateral lines meet the same minimum qualifications.

## Table 1 – Demographics of Eligible Employees for FY25 Promotion Exams

FY25 Promotion Exam	Direct Line	Collateral Line	# of Eligible Employees	Gender			Race/Ethnicity				
				Female %	Male %	Some Other Gender %	Asian /PI %	Black or African American %	Hispanic %	Some Other Race %	White %
<b>Admin. Contract Specialist</b>	Associate Contract Specialist		75	64.0	36.0	0.0	18.7	32.0	26.7	10.7	12.0
<b>Admin. Engineer</b>	Chemical Engineer		-	-	-	-	-	-	-	-	-
<b>Admin. Engineer</b>	Civil Engineer		128	14.8	84.4	0.8	50.8	3.9	12.5	7.8	25.0
<b>Admin. Engineer</b>	Electrical Engineer		14	21.4	78.6	0.0	28.6	28.6	0.0	14.3	28.6
<b>Admin. Engineer</b>	Environmental Engineer		13	46.2	53.8	0.0	46.2	0.0	7.7	0.0	46.2
<b>Admin. Engineer</b>	Mechanical Engineer		34	2.9	97.1	0.0	52.9	5.9	11.8	2.9	26.5
<b>Admin. Engineer</b>	Plan Examiner (Bldgs)		13	30.8	69.2	0.0	46.2	0.0	0.0	15.4	38.5

FY25 Promotion Exam	Direct Line	Collateral Line	# of Eligible Employees	Gender			Race/Ethnicity				
				Female %	Male %	Some Other Gender %	Asian /PI %	Black or African American %	Hispanic %	Some Other Race %	White %
<b>Admin. Graphic Artist</b>	Graphic Artist		56	53.6	44.6	1.8	21.4	14.3	10.7	16.1	37.5
<b>Admin. Investigator</b>	Associate Fraud Investigator		232	56.5	43.5	0.0	4.3	54.7	15.9	12.5	12.5
<b>Admin. Investigator</b>	Associate Investigator		132	68.2	31.1	0.8	5.3	50.8	17.4	15.2	11.4
<b>Admin. Public Information Specialist</b>	Associate Public Information Specialist		18	55.6	44.4	0.0	5.6	16.7	11.1	16.7	50.0
<b>Admin. Space Analyst</b>	Space Analyst		54	37.0	63.0	0.0	9.3	46.3	20.4	11.1	13.0
<b>Architect</b>	Assistant Architect		75	40.0	60.0	0.0	24.0	14.7	17.3	6.7	37.3
<b>Associate Contract Specialist</b>	Contract Specialist		37	70.3	29.7	0.0	5.4	51.4	10.8	18.9	13.5

FY25 Promotion Exam	Direct Line	Collateral Line	# of Eligible Employees	Gender			Race/Ethnicity				
				Female %	Male %	Some Other Gender %	Asian /PI %	Black or African American %	Hispanic %	Some Other Race %	White %
<b>Associate Education Analyst</b>	Education Analyst		46	73.9	26.1	0.0	17.4	23.9	21.7	13.0	23.9
<b>Associate Fire Protection Inspector</b>	Fire Protection Inspector		180	16.1	83.3	0.6	37.8	20.6	12.2	18.9	10.6
<b>Associate Investigator</b>	Investigator		96	66.7	33.3	0.0	10.4	38.5	17.7	15.6	17.7
<b>Associate Park Service Worker</b>		City Park Worker	1,652	29.8	69.9	0.2	1.8	51.3	24.8	12.9	9.2
<b>Associate Quality Assurance Specialist</b>	Quality Assurance Specialist		16	25.0	75.0	0.0	12.5	37.5	12.5	18.8	18.8
<b>Associate Quality Assurance Specialist</b>	Quality Assurance Specialist (Automotive Equipment)		-	-	-	-	-	-	-	-	-

FY25 Promotion Exam	Direct Line	Collateral Line	# of Eligible Employees	Gender			Race/Ethnicity				
				Female %	Male %	Some Other Gender %	Asian /PI %	Black or African American %	Hispanic %	Some Other Race %	White %
<b>Associate Quality Assurance Specialist</b>	Quality Assurance Specialist (Building Repairs)		11	27.3	72.7	0.0	18.2	45.5	18.2	0.0	18.2
<b>Associate Quality Assurance Specialist</b>	Quality Assurance Specialist (Fuel)		-	-	-	-	-	-	-	-	-
<b>Associate Quality Assurance Specialist</b>	Quality Assurance Specialist (Pupil Transportation)		-	-	-	-	-	-	-	-	-
<b>Associate Staff Analyst</b>	Staff Analyst		749	64.4	34.8	0.8	20.6	31.4	11.6	13.9	22.6
<b>Associate Staff Analyst</b>		*Sr Management Consultant HMH	7	71.4	28.6	0.0	0.0	28.6	28.6	14.3	28.6
<b>Associate Staff Analyst</b>		Confidential Strategy Planner	75	66.7	28.0	5.3	12.0	29.3	20.0	12.0	26.7
<b>Associate Staff Analyst</b>		Labor Relations Analyst	6	100.0	0.0	0.0	16.7	50.0	0.0	0.0	33.3

FY25 Promotion Exam	Direct Line	Collateral Line	# of Eligible Employees	Gender			Race/Ethnicity				
				Female %	Male %	Some Other Gender %	Asian /PI %	Black or African American %	Hispanic %	Some Other Race %	White %
<b>Associate Staff Analyst</b>		Senior Health Care Program Planner/ Analyst	58	87.9	12.1	0.0	10.3	24.1	46.6	5.2	13.8
<b>Associate Traffic Enforcement Agent</b>	Traffic Enforcement Agent		2,238	36.6	63.4	0.0	40.1	29.0	12.3	13.3	5.3
<b>Auto Mechanic</b>	Automotive Service Worker		123	1.6	98.4	0.0	15.4	30.9	15.4	15.4	22.8
<b>Auto Mechanic</b>	Machinist's Helper		15	0.0	100.0	0.0	33.3	0.0	6.7	6.7	53.3
<b>Auto Mechanic (Diesel)</b>	Automotive Service Worker		123	1.6	98.4	0.0	15.4	30.9	15.4	15.4	22.8
<b>Auto Mechanic (Diesel)</b>	Machinist's Helper		15	0.0	100.0	0.0	33.3	0.0	6.7	6.7	53.3
<b>Cement Mason</b>	Masons Helper		74	1.4	98.6	0.0	0.0	16.2	24.3	17.6	41.9

FY25 Promotion Exam	Direct Line	Collateral Line	# of Eligible Employees	Gender			Race/Ethnicity				
				Female %	Male %	Some Other Gender %	Asian /PI %	Black or African American %	Hispanic %	Some Other Race %	White %
<b>Child Welfare Specialist Supervisor</b>	Child Welfare Specialist		177	78.0	22.0	0.0	4.0	65.0	15.8	11.9	3.4
<b>City Planner</b>	City Planning Technician		-	-	-	-	-	-	-	-	-
<b>Computer Associate (Software)</b>	Computer Programmer Analyst		23	17.4	78.3	4.3	47.8	17.4	4.3	8.7	21.7
<b>Computer Associate (Technical Support)</b>	Clerical Associate		2,739	79.1	20.4	0.5	7.9	49.1	21.9	12.3	8.8
<b>Computer Operations Manager</b>	Computer Associate (Operations)		260	23.5	76.5	0.0	13.8	30.8	21.5	11.5	22.3
<b>Computer Operations Manager</b>	Computer Associate (Tech Supp)		227	36.6	63.0	0.4	20.3	32.2	19.4	14.5	13.7

FY25 Promotion Exam	Direct Line	Collateral Line	# of Eligible Employees	Gender			Race/Ethnicity				
				Female %	Male %	Some Other Gender %	Asian /PI %	Black or African American %	Hispanic %	Some Other Race %	White %
<b>Computer Operations Manager</b>	Computer Specialist (Operations)		90	18.9	81.1	0.0	16.7	24.4	22.2	7.8	28.9
<b>Computer Specialist (Operations)</b>	Computer Associate (Operations)		302	21.2	78.8	0.0	14.6	31.5	22.5	10.6	20.9
<b>Computer Specialist (Software)</b>	Computer Associate (Software)		169	28.4	69.8	1.8	27.8	21.9	15.4	13.0	21.9
<b>Emergency Medical Specialist-Paramedic</b>	Emergency Medical Specialist-EMT		3,149	23.2	76.8	0.1	3.2	18.1	30.3	12.6	35.7
<b>Marine Engineer</b>	Marine Oiler (Ferry Operations)		33	3.0	97.0	0.0	6.1	12.1	9.1	18.2	54.5
<b>Plan Examiner (Buildings)</b>	Assistant Plan Examiner (Bldgs)		100	51.0	49.0	0.0	30.0	16.0	19.0	11.0	24.0

FY25 Promotion Exam	Direct Line	Collateral Line	# of Eligible Employees	Gender			Race/Ethnicity				
				Female %	Male %	Some Other Gender %	Asian /PI %	Black or African American %	Hispanic %	Some Other Race %	White %
Police Officer		Police Cadet	266	35.0	64.7	0.4	14.7	11.3	42.9	21.4	9.8
Police Officer		Associate Traffic Enforcement Agent	413	42.1	57.9	0.0	35.8	39.2	11.4	8.2	5.3
Police Officer		Evidence and Property Control Specialist	215	53.5	46.5	0.0	13.0	40.9	24.7	9.8	11.6
Police Officer		Police Admin. Aide	680	89.6	10.0	0.4	8.7	37.8	19.3	19.1	15.1
Police Officer		Police Communications Technician	1,261	84.9	14.9	0.2	3.8	52.6	19.8	20.2	3.6
Police Officer		School Safety Agent	3,593	72.0	27.9	0.1	6.6	53.6	21.7	13.9	4.1
Police Officer		Senior Police Admin. Aide	750	93.7	6.0	0.3	7.3	46.5	19.2	13.3	13.6
Police Officer		Supervising Police Communications Technician	190	86.8	13.2	0.0	6.3	66.3	12.6	10.5	4.2

FY25 Promotion Exam	Direct Line	Collateral Line	# of Eligible Employees	Gender			Race/Ethnicity				
				Female %	Male %	Some Other Gender %	Asian /PI %	Black or African American %	Hispanic %	Some Other Race %	White %
Police Officer		Supervisor of School Security	107	70.1	29.0	0.9	6.5	51.4	26.2	11.2	4.7
Police Officer		Traffic Enforcement Agent	2,262	36.5	63.5	0.0	40.1	29.0	12.2	13.4	5.3
Police Officer		Police Cadet	321	31.5	67.6	0.9	19.3	10.0	43.0	18.7	9.0
Police Officer		Associate Traffic Enforcement Agent	401	42.4	57.6	0.0	37.7	37.4	11.5	8.5	5.0
Police Officer		Evidence And Property Control Specialist	210	54.3	45.7	0.0	12.9	41.0	24.8	10.5	11.0
Police Officer		Police Admin. Aide	858	87.8	11.8	0.5	9.4	37.2	19.8	19.8	13.8
Police Officer		Police Communications Technician	1,337	83.5	15.9	0.6	4.1	52.0	20.6	19.7	3.5
Police Officer		School Safety Agent	3,557	71.9	27.9	0.1	6.7	53.9	21.1	14.3	4.0

FY25 Promotion Exam	Direct Line	Collateral Line	# of Eligible Employees	Gender			Race/Ethnicity				
				Female %	Male %	Some Other Gender %	Asian /PI %	Black or African American %	Hispanic %	Some Other Race %	White %
Police Officer		Senior Police Admin Aide	754	92.7	7.0	0.3	8.2	44.6	19.6	13.8	13.8
Police Officer		Supervising Police Communications Technician	184	86.4	13.6	0.0	6.5	67.4	12.5	9.2	4.3
Police Officer		Supervisor of School Security	104	70.2	28.8	1.0	6.7	50.0	26.9	11.5	4.8
Police Officer		Traffic Enforcement Agent	2,269	35.5	64.4	0.1	42.0	27.5	12.1	13.3	5.1
Public Health Adviser	Assistant Public Health Adviser (Communicable Disease Control)		-	-	-	-	-	-	-	-	-
Recreation Supervisor	Recreation Director		10	40.0	60.0	0.0	0.0	80.0	10.0	10.0	0.0
Senior Photographer	Photographer		19	26.3	73.7	0.0	21.1	5.3	15.8	0.0	57.9

		Gender					Race/Ethnicity				
FY25 Promotion Exam	Direct Line	Collateral Line	# of Eligible Employees	Female %	Male %	Some Other Gender %	Asian /PI %	Black or African American %	Hispanic %	Some Other Race %	White %
<b>Supervising Deputy Sheriff</b>	Deputy City Sheriff		127	19.7	80.3	0.0	10.2	22.0	30.7	15.7	21.3
<b>Supervising Special Officer</b>	Special Officer		409	47.2	52.8	0.0	3.4	59.2	18.3	14.9	4.2
<b>Supervisor of Traffic Device Maintainers</b>	Traffic Device Maintainer		241	2.1	96.3	1.7	7.5	19.5	15.8	17.4	39.8
<b>Warden (Correction)</b>	Captain (Correction)		488	59.2	40.8	0.0	1.4	52.3	10.2	31.1	4.9

## | Appendix A – Data Dictionary

Column Name	Definition
<b>Exam No.</b>	A four digit number that identifies a civil service examination.
<b>FY25 Promotion Exam</b>	Civil Service title in which a promotion exam was offered for in FY25
<b>Application Period Start Date</b>	Start Date where the promotional exam opened, and employee could apply to take exam
<b>Application Period End Date</b>	Last day an employee can apply for exam
<b>Direct Line</b>	A lower grade competitive class title in direct line of promotion of a vacant position in a competitive class title
<b>Collateral Line</b>	A lower grade competitive class title in a related line of promotion of a vacant position in a competitive class title
<b># of Eligible Employees</b>	Number of employees in direct or collateral civil service title eligible to take promotion exam
<b>Female %</b>	Percent of employees who identify their gender as female or woman
<b>Male %</b>	Percent of employees who identify their gender as male or man
<b>Some Other Gender %</b>	Percent of employees who identify their gender as non-binary (neither female/woman or male/man), other gender not listed, or who choose not to disclose their gender
<b>Asian/ PI %</b>	Employees who identify their race/ethnicity as Asian, Native Hawaiian, or Pacific Islander
<b>Black or African American %</b>	Employees who identify their race/ethnicity as Black or African American
<b>Hispanic %</b>	Employees who identify their race/ethnicity by answering yes on the Hispanic Question (Are you Hispanic or Latino?)
<b>Some Other Race (SOR) %</b>	Employees who identify their race/ethnicity as American Indian or Alaska Native, two or more races, or who choose not to disclose their Race
<b>White %</b>	Employees who identify their race/ethnicity as White

# DCAS

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