



THE CITY OF NEW YORK
DEPARTMENT OF CITYWIDE
ADMINISTRATIVE SERVICES
APPLICATION UNIT
1 CENTRE STREET, 14TH FLOOR
NEW YORK, NY 10007

MICHAEL R. BLOOMBERG
Mayor

MARTHA K. HIRST
Commissioner

NOTICE OF EXAMINATION

REQUIRED FORMS

APPLICATION FORM
EDUCATION AND EXPERIENCE
TEST PAPER
FOREIGN EDUCATION
FACT SHEET
(IF APPLICABLE)

REVENUE EQUIPMENT MAINTAINER Exam. No. 8079 New York City Transit Authority

WHEN TO APPLY: From: August 6, 2008 To: August 26, 2008 **APPLICATION FEE: \$60.00**
Payable by mail by money order to DCAS (EXAMS) or payable online by credit card, bank card, or debit card.

THE TEST DATE: Multiple choice testing is expected to be held on **Saturday, December 20, 2008.**

WHAT THE JOB INVOLVES: At Assignment Level I: Revenue Equipment Maintainers, under supervision, test, diagnose, repair and perform preventive maintenance on bus and subway Automated Fare Collection equipment including, but not limited to: turnstiles, booth terminal equipment, Metro Card vending machines and bus fare boxes, including diagnosing, troubleshooting, removing and replacing electronic circuit boards, wiring harnesses, electronic and electromechanical modular units and other components using digital multimeters, wiring schematics, palmtop computers and other special test equipment; remove and replace revenue equipment items such as fareboxes turnstile assemblies and fare vending machine assemblies. They keep records and prepare reports; drive a van between work sites; and perform related work.

Some of the physical activities performed by Revenue Equipment Maintainers and environmental conditions experienced are: distinguishing colors under poorly lit working conditions in order to troubleshoot complex equipment; responding to sounds, warning bells, horns, and vehicle movements; walking between tightly spaced buses; lifting and carrying heavy materials; driving a motor vehicle, including, but not limited to, cars, light trucks, and vans; working outdoors in all weather conditions; and working shifts based on a 24-hour/7-day operation within the five boroughs.

Special Working Conditions: Revenue Equipment Maintainers may be required to work rotating shifts including nights, Saturdays, Sundays, and holidays.

(This is a brief description of what you might do in this position and does not include all the duties of this position.)

THE SALARY: The current minimum salary is \$29.5775 per hour for a 40-hour work week. This rate is subject to change. In addition, incumbents receive night and weekend differentials, paid holidays, vacations, sick leave, a comprehensive health plan, and a pension plan. There are two assignment levels within this class of positions. Appointments will 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 APPLY: If you believe you are eligible to take this examination, there are two ways to apply for this examination:

- Online at the DCAS WEBSITE:** If you wish to apply online, go to the Online Application System (OASys) at www.nyc.gov/examsforjobs and follow the onscreen application instructions for electronically submitting your application and completing any required forms. The following methods of payment are acceptable: major credit card, bank card associated with a bank account, or prepaid debit card which you may purchase online or at various retail outlets.
- By mail:** Refer to the "Required Forms" section below for the forms that you must fill out. Return the completed forms and the application fee to DCAS Application Unit, 1 Centre Street, 14th floor, New York, NY 10007.

DCAS will not accept applications in person from candidates.

HOW TO QUALIFY:

Education and Experience Requirements: By the last day of the Application Period you must have:

- Four years of full-time satisfactory experience at the journeyman/journeywoman level (i.e., a fully-trained, knowledgeable, experienced, proficient and competent technician) in maintaining, testing, troubleshooting, calibrating and repairing equipment incorporating microprocessors, and related electronic equipment; **or**
- An associate degree from an accredited college or university in electronics, electronic technology, electrical technology, electromechanical technology, computer technology or a closely related field, and three years of experience as described in "1" above; **or**

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3. A baccalaureate degree from an accredited college or university in electrical engineering, electronic technology, electronics, electrical technology, electromechanical technology, computer technology or a closely related field, and two years of experience as described in "1" above; **or**
4. A satisfactory combination of education and/or experience which is equivalent to "1", "2", or "3" above. College education may be substituted for experience on the basis of 30 semester credits, including 12 credits in the specialized fields noted above, for 6 months experience. However, all candidates must have at least 2 years of experience as described in "1" above.

You may be given the test before we verify your qualifications. You are responsible for determining whether or not you meet the qualification requirements for this examination prior to submitting your application. If you are marked "Not Qualified," your application fee will not be refunded and you will not receive a score.

REQUIREMENTS TO BE APPOINTED:

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, or an accident record you may be disqualified. This license must be maintained for the duration of your employment.

Medical Requirement: Medical guidelines have been established for the position of Revenue Equipment Maintainer. You will be examined to determine whether you can perform the essential functions of the position of Revenue Equipment Maintainer. Where appropriate, a reasonable accommodation will be provided for a person with a disability to enable him or her to take the examination, and /or to perform the essential functions of the job.

Drug Screening Requirement: You must pass a drug screening in order to be appointed.

Residency: 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 the City of New York.

REQUIRED FORMS:

1. **Application for Examination:** Make sure that you follow all instructions included with your application form, including payment of fee. Save a copy of the instructions for future reference.
2. **Education and Experience Test Paper:** Write your social security number in the box at the top right side of the cover page, and the examination title and number in the box provided. Fill out Sections A, B, and C. This form must be filled out completely and in detail for you to receive your proper rating. Keep a copy of your completed Education and Experience Test Paper for your records.
3. **Foreign Education Fact Sheet (Required only if you need credit for your foreign education to meet the education and experience requirements):** If you were educated outside the United States, you must have your foreign education evaluated to determine its equivalence to education obtained in the United States. The services that are approved to make this evaluation are listed on the Foreign Education Fact Sheet included with your application packet. When you contact the evaluation service, ask for a "**document-by-document**" (**general**) evaluation of your foreign education. You must have one of these services submit its evaluation of your foreign education directly to the Department of Citywide Administrative Services no later than eight weeks from the last date for applying for this examination.

THE TEST: You will be given a multiple-choice test. You must achieve a score of at least 70% to pass this test. Your score on this test will determine your place on an eligible list. Veteran's credits, if applicable, will be granted only to passing candidates.

The multiple-choice test may include questions on electrical and electronic theory; the maintenance, troubleshooting, and repair of electrical, electronic and mechanical equipment, including the selection and use of required tools and testing devices; reading and interpreting schematics; safe work practices, including first aid procedures; and other related areas.

ADMISSION CARD: You should receive an Admission Card in the mail about 10 days before the date of the test. If you do not receive an Admission Card at least 4 days before the test date, you must go to the Examining Service Section, 1 Centre Street, 14th floor, Manhattan, to obtain a duplicate card.

THE TEST RESULTS: If you meet the education and experience requirements and pass the multiple-choice test, your name will be placed in final score order on an eligible list and you will be given a list number. You will be notified by mail of your test results. If you meet all requirements and conditions, you will be considered for appointment when your name is reached on the eligible list.

SPECIAL TEST ACCOMMODATIONS: If you plan to request special testing accommodations due to disability or an alternate test date due to your religious belief, and you are applying

1. online, follow the onscreen instructions; or
2. by mail, follow the instructions included with the "Application for Examination."

The General Examination Regulations of the Department of Citywide Administrative Services apply to this examination and are part of this Notice of Examination. They are posted and copies are available in the Application Unit of the Division of Citywide Personnel Services, 1 Centre Street, 14th floor, NY, NY. 10007

The City of New York is an Equal Opportunity Employer.

Title Code No. 92050; The Rapid Transit Railroad Service; Group I - Per Diem and Per Hour Positions.

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