



THE CITY OF NEW YORK  
DEPARTMENT OF CITYWIDE  
ADMINISTRATIVE SERVICES  
APPLICATIONS CENTER  
18 WASHINGTON STREET  
NEW YORK, NY 10004

<b>REQUIRED FORMS</b>
APPLICATION FORM
EDUCATION AND EXPERIENCE TEST PAPER
FOREIGN EDUCATION FACT SHEET (IF APPLICABLE)

MICHAEL R. BLOOMBERG  
Mayor

MARTHA K. HIRST  
Commissioner

# NOTICE OF EXAMINATION

## COMMUNICATION ELECTRICIAN Exam. No. 6026

**WHEN TO APPLY:** From: **October 4, 2006**      **APPLICATION FEE: \$60.00**  
To: **October 24, 2006**      *Payable only by money order to D.C.A.S. (EXAMS)*

**THE TEST DATE:** The multiple-choice test is expected to be held on **Saturday, February 17, 2007.**

**WHAT THE JOB INVOLVES:** Under supervision, Communication Electricians install, maintain and repair the copper and fiber cable and line network, overhead and underground, in connection with fire alarm and communication systems. They locate, clear and repair troubles in the electrical cable and fiber optic cable and line network; replace and/or extend the cable or aerial line plant including excavating and replacing concrete as necessary; install and replace damaged fire alarm posts and poles including excavating and replacing concrete and asphalt as necessary; maintain and replace electro-mechanical fire alarm boxes, citizen's emergency response boxes and their allied circuits; splice, wipe, solder and terminate lead and/or plastic sheathed cables; install and replace damaged conduit; snake and install cables in conduit in streets, on poles, structures and buildings including excavating and replacing concrete as necessary; operate compressor, pneumatic, hydraulic and power equipment as required in the work; keep records and make reports; may direct the work of assigned subordinate personnel; perform the above tasks in manholes, firehouses, public schools, on poles, bridges, tunnels, expressways, highways, etc., and wherever the electrical cable and fiber optic cable or aerial plant and its allied equipment exist; operate motor vehicles in carrying out duties and responsibilities; may assume the duties and responsibilities of the supervisor in the temporary absence of that individual; and perform related work.

**Special Working Conditions:** Communication Electricians may be required to work shifts including nights, Saturdays, Sundays, and holidays.

Some of the physical activities performed by Communication Electricians and environmental conditions experienced are: working outdoors in all kinds of weather; going about 40 feet above ground in a cherry picker to make repairs; lifting material and/or equipment weighing up to 80 pounds; climbing and descending ladders approximately 20 feet below ground in order to make repairs in manholes; making visual and hands-on inspections; and differentiating color coded electrical wires.

(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 \$36.55 per hour for a 40-hour week. This rate is subject to change.

**HOW TO APPLY:** If you believe that you meet the requirements in the "How to Qualify" section, refer to the "Required Forms" section below for the forms that you must fill out. Return all completed forms and the application fee to DCAS Applications Section, 1 Centre Street, 14th floor, New York, NY 10007 **by mail only**. 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:

1. Five years of full-time paid satisfactory experience acquired within the last fifteen years as a Cable Splicer, Line Repairer, Communication Electrician, or Electrician; or
2. Not less than three and one-half years of experience as described in "1" above plus sufficient additional experience as a helper in any of the above titles or related educational training in an approved trade or vocational school to make a total of five years of acceptable experience. Six months of acceptable experience will be credited for each twelve months of experience as a Cable Splicer's Helper, Line Repairer's Helper, Communication Electrician's Helper or Electrician's Helper, or of acceptable educational training.

You may be given the test before we review 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.

**READ CAREFULLY AND SAVE FOR FUTURE REFERENCE**

**Driver License Requirement:** By the time you are appointed to this position, you must have 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.

**Residency Requirement:** You must be a City resident within ninety days of the date you are appointed to this position if the appointing agency requires City residency and:

- (1) You begin City service as a result of this examination; or
- (2) You are currently a City employee and you began City service on or after September 1, 1986.

Please consult the **appointing agency's personnel office** at the time of the appointment interview to find out if City residency is required. If you are required to be a City resident, you must maintain City residency as a condition of employment.

**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 "**course-by-course**" 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. Your score on this test will be used to determine your place on an eligible list. You must achieve a score of at least 70% to pass the test. The multiple-choice test may include questions on: testing cables and aerial lines using standard electrical and fiber testing apparatus; safe working practices; methods and procedures for the installation, alteration and maintenance of cable and aerial lines; splicing, wiping, soldering, and terminating cables; preparing reports and maintaining records; 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.

#### ADDITIONAL INFORMATION:

**Promotion Test:** A promotion examination for this title is being held for eligible City employees. The names appearing on the promotion list will be considered first in filling vacancies.

**SPECIAL TEST ACCOMMODATIONS:** If you plan to request special testing accommodations due to disability or an alternate test date due to your religious belief, 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 Applications Center of the Division of Citywide Personnel Services, 18 Washington Street, NY, NY.

The City of New York is an Equal Opportunity Employer.  
Title Code No. 91762; Skilled Craftsman and Operative Service

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