



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

REQUIRED FORMS

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

MICHAEL R. BLOOMBERG
Mayor

MARTHA K. HIRST
Commissioner

**NOTICE
OF
EXAMINATION**

**INSPECTOR (PLUMBING)
Exam. No. 2090
AMENDED NOTICE - February 19, 2003**

WHEN TO APPLY: From: February 5, 2003 **APPLICATION FEE: \$40.00**
To: March 4, 2003 Payable only by money order to D.C.A.S. (EXAMS)

THE TEST DATE: Multiple-choice test expected to be held on **Saturday May 17, 2003.**

The Notice of Examination has been amended to change the filing dates from February 5, 2003 through February 25, 2003 to February 5, 2003 through March 4, 2003.

WHAT THE JOB INVOLVES: Inspectors (Plumbing) under general supervision, perform technical work in the inspection of plumbing installations, repairs or alterations to ensure conformance to code, standards, plans or specifications; may operate a motor vehicle; performs related work.

Some of the physical activities performed by Inspectors (Plumbing) and environmental conditions experienced are: Drives vehicle to and from inspection site; walks to and from inspection sites and during inspections; climbs and descends ladders and stairs to get to areas which must be inspected; stands for extended period of time; maintains balance while walking over narrow walkways or areas that are elevated; climbs around and over various objects; works in areas that may be damp, dusty, dark, smoky or acrid.

(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 \$38,483 per annum. 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 form(s) that you must fill out. Return all completed form(s) and the application fee to DCAS Applications Section, 1 Centre Street, 14th floor, New York, NY 10007 **by mail only**. Applications will not be accepted in person.

HOW TO QUALIFY:

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

1. Five years of full-time satisfactory mechanical experience as a plumber in the installation of plumbing systems; or
2. Three years of full-time satisfactory experience as described in "1" above plus two years of education in an accredited college, technical school or trade school in a program, with an emphasis on plumbing; or
3. Satisfactory completion of the three-year apprenticeship plumbing inspection program approved by the Commissioner of Buildings and the Commissioner of the Department of Citywide Administrative Services and either two years of full-time satisfactory experience as described in "1" above or two years of education as described in "2" above; or
4. A license as a professional engineer or architect valid in the State of New York.

You may be given the test before we check your qualifications.

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

Residency: City residency is not required for this position, unless the candidate accepts an appointment through selective certification for Special Patrolman (see below).

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.

READ CAREFULLY AND SAVE FOR FUTURE REFERENCE

REQUIRED FORM(S):

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, the examination title and number in the box at the top right side of the cover page. Fill out Sections A, A1, A2, 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. 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 plumbing techniques, methodology, materials, equipment and practices; interpreting of plans, specifications and Building Code; job related calculations; safety practices; filling out forms; reading comprehension; 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 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:

Selective Certification for Driver License: If, at the time of appointment, you have a motor vehicle Driver License that is valid in the State of New York, you may be considered for appointment to positions requiring this license through a process called Selective Certification. If you qualify for Selective Certification, you may be given preferred consideration for positions requiring this license. Follow the instructions given to you on the day of the test to indicate your interest in such Selective Certification. If you are appointed through Selective Certification, you must maintain your motor vehicle Driver License for the duration of your employment.

Selective Certification for Special Patrolman: If you are twenty one years old at the time of appointment, a citizen of the United States, a resident of New York City, of good character, have no felony convictions and successfully pass a background examination by the New York City Police Department, you may be considered for appointment to positions requiring Special Patrolman status through Selective Certification. If you qualify for Selective Certification, you may be given preferred consideration for positions requiring this Special Patrolman status. Follow the instructions given to you on the day of the test to indicate your interest in such Selective Certification. If you are appointed through Selective Certification, you must maintain your Special Patrolman status for the duration of your employment.

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. 31629; Building and Construction Occupational Group.

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