



The City of New York
 Department of Citywide Administrative Services
 1 Centre Street, 14th Floor New York, New York 10007
 Human Capital – Administration, Customer, and Exam Support
 For Automated Information: Call (212) 669-1357 (24 hrs/7days)
 Computer-based Testing & Applications Centers (CTACs)

2 Lafayette St.,
 17th Floor
 New York, NY 10007

210 Joralemon St.,
 4th Floor
 Brooklyn, NY 11201

1932 Arthur Ave.,
 2nd Floor
 Bronx, NY 10457

118-35 Queens Blvd.,
 5th Floor
 Forest Hills, NY 11375

135 Canal St.,
 3rd Floor
 Staten Island, NY 10304

DCAS Website Address: www.nyc.gov/dcas

APPLICATIONS SCHEDULE – JANUARY 2019

(ALL DATES ARE TENTATIVE AND SUBJECT TO CHANGE)

If you wish to apply for one of the exams open during this Application Period, please apply online by going to the DCAS [Online Application System](#) (OASys) at www.nyc.gov/examsforjobs and follow the onscreen application instructions for electronically submitting your application and payment, and completing any required forms.

If a computer is unavailable to you, you can visit one of the CTACs where computers are available to the public to apply for the exams listed below.

The CTACs are open to the public at the following locations: 2 Lafayette St., 17th Floor, Manhattan, NY 10007; 210 Joralemon St., 4th Floor, Brooklyn, NY 11201; 118-35 Queens Blvd., 5th Floor, Forest Hills, NY 11375; 135 Canal St., 3rd Floor, Staten Island, NY 10304; and 1932 Arthur Ave., 2nd Floor, Bronx, NY 10457. The hours of operation are between 9:00 AM and 5:00 PM, Monday through Saturday, unless stated otherwise.

OPEN COMPETITIVE – Exams Open to the Public

(SEE NOTICE OF EXAM FOR TYPE OF TEST DETAILS)

Apply Online During Application Period

TITLE OF EXAM	EXAM NO.	APPLICATION PERIOD	APPLICATION FEE	TEST TYPE	TEST DATE
ASSISTANT CIVIL ENGINEER	9026	12/06/18 – 01/02/19	\$68.00	E&E	N/A
EVIDENCE AND PROPERTY CONTROL SPECIALIST	9030	POSTPONED			
HEATING PLANT TECHNICIAN (HOUSING AUTHORITY)	9031	1/02/19 – 1/22/19	\$47.00	QEE, MC	04/02/2019
PROBATION OFFICER	9082	1/02/19 – 1/22/19	\$61.00	QEE, MC	03/26/2019
THERMOSTAT REPAIRER	9074	1/02/19 – 1/22/19	\$96.00	E&E	N/A

PROMOTION – Exams for City Employees Only

(SEE NOTICE OF EXAM FOR TYPE OF TEST DETAILS)

Apply Online During Application Period

TITLE OF EXAM	EXAM NO.	APPLICATION PERIOD	APPLICATION FEE	TEST TYPE	TEST DATE
HEATING PLANT TECHNICIAN (HOUSING AUTHORITY) (PROM)	9516	1/02/19 – 1/22/19	\$47.00	MC	04/02/2019

NOTE:

- E&E = EDUCATION AND EXPERIENCE TEST
- ** = OPEN UNTIL FURTHER NOTICE
- OLEE = ONLINE EDUCATION AND EXPERIENCE TEST
- MC = MULTIPLE CHOICE TEST
- QEE = QUALIFYING EDUCATION AND EXPERIENCE TEST
- QMC = QUALIFYING MULTIPLE CHOICE TEST
- QPT = QUALIFYING PRACTICAL TEST
- QIE = QUALIFIED INCUMBENT EXAMINATION
- TBD = To Be Determined



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JANUARY 2019 – Self-scheduled Exams Open to the Public

APPLICATION AND SELF-SCHEDULING PERIOD: DECEMBER 27, 2018 to JANUARY 26, 2019 (or until all seats are filled)

TESTING PERIOD: JANUARY 2, 2019 to JANUARY 31, 2019

TESTING DAYS CAN CHANGE FROM MONTH TO MONTH

Computer-based Testing – Apply and schedule yourself for an exam listed below through the [Online Application System \(www.nyc.gov/examsforjobs\)](http://www.nyc.gov/examsforjobs) or come to one of the Computer-based Testing and Applications Centers (CTACs) to use our computers to apply and schedule yourself for an exam listed below. The dates and times of each test will be available when you apply and schedule yourself for an exam below. The CTACs are located at 2 Lafayette St., 17th Floor, Manhattan, NY 10007; 210 Joralemon St., 4th Floor, Brooklyn, NY 11201; 118-35 Queens Blvd., 5th Floor, Forest Hills, NY 11375; 135 Canal St., 3rd Floor, Staten Island, NY 10304; and 1932 Arthur Ave., 2nd Floor, Bronx, NY 10457. The hours of operation are between 9:00 AM and 5:00 PM, Monday through Saturday unless stated otherwise.

Note: Electronic devices, including cell phones, are not permitted in the testing areas. Check the Notice of Examination to see if calculators are permitted. Unless otherwise indicated in the Notice of Examination, calculators with functions other than addition, subtraction, multiplication and division are prohibited.

- **FOR THE JANUARY 2019 SELF-SCHEDULED EXAMS, THE END OF THE APPLICATION PERIOD HAS BEEN CHANGED FROM 1/31/19 TO 1/26/19. THE NUMBER OF TEST SESSIONS OFFERED HAVE NOT BEEN IMPACTED.**
- **SATURDAY, JANUARY 19, 2019 – THE CTACS WILL BE CLOSED IN OBSERVATION OF MARTIN LUTHER KING JR'S BIRTHDAY**
- **MONDAY, JANUARY 21, 2019 – THE CTACS WILL BE CLOSED IN OBSERVATION OF MARTIN LUTHER KING JR'S BIRTHDAY**

Title of Exam	Exam No.	Application/Schedule Start Date	Monthly Testing Period	Application Processing Fee
CORRECTION OFFICER	9318	12/27/2018	01/02/2019 – 01/31/2019	\$61.00
SEWAGE TREATMENT WORKER	9311	12/27/2018	01/02/2019 – 01/31/2019	\$91.00
SPECIAL OFFICER	9310	12/27/2018	01/02/2019 – 01/31/2019	\$47.00
TRAFFIC ENFORCEMENT AGENT	9325	12/27/2018	01/02/2019 – 01/31/2019	\$47.00

FEBRUARY 2019 – Upcoming Self-scheduled Exams Open to the Public

APPLICATION AND SELF-SCHEDULING PERIOD: JANUARY 30, 2019 to FEBRUARY 28, 2019 (or until all seats are filled)

TESTING PERIOD: FEBRUARY 1, 2019 to FEBRUARY 28, 2019

TESTING DAYS CAN CHANGE FROM MONTH TO MONTH

Computer-based Testing – Apply and schedule yourself for an exam listed below through the [Online Application System \(www.nyc.gov/examsforjobs\)](http://www.nyc.gov/examsforjobs) or come to one of the Computer-based Testing and Applications Centers (CTACs) to use our computers to apply and schedule yourself for an exam listed below. The dates and times of each test will be available when you apply and schedule yourself for an exam below. The CTACs are located at 2 Lafayette St., 17th Floor, Manhattan, NY 10007; 210 Joralemon St., 4th Floor, Brooklyn, NY 11201; 118-35 Queens Blvd., 5th Floor, Forest Hills, NY 11375; 135 Canal St., 3rd Floor, Staten Island, NY 10304; and 1932 Arthur Ave., 2nd Floor, Bronx, NY 10457. The hours of operation are between 9:00 AM and 5:00 PM, Monday through Saturday unless stated otherwise.

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- **SATURDAY, FEBRUARY 16, 2019 – THE CTACS WILL BE CLOSED IN OBSERVATION OF PRESIDENT'S DAY**
- **MONDAY, FEBRUARY 18, 2019 – THE CTACS WILL BE CLOSED IN OBSERVATION OF PRESIDENT'S DAY**

Title of Exam	Exam No.	Application/Schedule Start Date	Monthly Testing Period	Application Processing Fee
CHILD PROTECTIVE SPECIALIST	9308	1/30/2019	02/01/2019 – 02/28/2019	\$68.00
SCHOOL SAFETY AGENT	9326	1/30/2019	02/01/2019 – 02/28/2019	\$47.00