



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

REQUIRED FORMS
APPLICATION FORM

MICHAEL R. BLOOMBERG
 Mayor

MARTHA K. HIRST
 Commissioner

NOTICE OF EXAMINATION

SANITATION WORKER Exam. No. 6063

WHEN TO APPLY: From: February 7, 2007 **APPLICATION FEE: \$30.00**
 To: March 27, 2007 *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, June 9, 2007.**

WHAT THE JOB INVOLVES: Sanitation Workers, under direct supervision, perform the work, and prepare and operate various types of equipment involved in street cleaning, waste collection, recycling collection, snow removal, encumbrance removal, waste disposal; and, when assigned, perform enforcement duties. They follow route sheet of assigned work area; load and unload waste materials and bulk items; monitor collected waste for hazardous or toxic materials; sweep and clean city streets; inspect, prepare, and drive department vehicles and equipment; during winter months, attach and operate snow plows, remove snow and ice from city streets and arterial roadways, and spread salt and sand; use operational manuals and instructional materials; prepare reports, records and forms; enter data; make log entries; and perform related work.

Special Working Conditions: Sanitation Workers are required to work rotating shifts, rotating days off, nights, Saturdays, Sundays, holidays and mandatory overtime. Additionally, Sanitation Workers are required to perform these tasks in all types of weather.

Some of the physical activities performed by Sanitation Workers are: walking and/or standing for long periods of time; operating various types of Sanitation Department equipment in all types of weather; pulling, dragging, lifting and carrying heavy and large objects, bags of garbage, cans, containers, bulk items and throwing or dumping them into a truck hopper or loading them onto a truck.

(This is a brief description of what Sanitation Workers are required to do and does not include all the duties of this position.)

THE SALARY: The current minimum salary is \$26,000 per annum. Upon completion of 6 months employment, the salary will rise to \$30,811. Incumbents will receive salary increments reaching \$57,392 per annum base salary at the completion of five and one half years employment. After 5, 10, 15, and 20 years of service, incumbents will receive longevity pay of \$1,495, \$2,395, \$3,295, and \$4,195, respectively, in addition to base salary. All rates are subject to change.

HOW TO APPLY: If you believe that you meet the requirements in the "How to Qualify" section, refer to the "Required Form" section below for the form that you must fill out. Return the completed form 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.

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.

HOW TO QUALIFY:
Education Requirement: By the **date of appointment**, you must have a four year high school diploma or its educational equivalent.

Commercial Driver License (CDL) Requirement: At the **time of appointment**, you must have a valid New York State CDL Class A or B License with an "N" Tank Vehicles endorsement; no "K" (not valid outside N.Y.S.) Intrastate only restriction; and no Air Brake restrictions indicated below:

The requirement for a **CDL Class A License** is:
 a) no "L, L1, L2" Air Brake restrictions

The requirement for a **CDL Class B License** is:
 a) no "L or L2" Air Brake restrictions

READ CAREFULLY AND SAVE FOR FUTURE REFERENCE

Prior to appointment, you must disclose any pending license issues that may render your **CDL A or B** status void after your appointment to the title of Sanitation Worker. Serious moving violations, driver license suspension, accident record or other indication of poor driving ability may disqualify you. This license must be maintained for the duration of your employment.

Also prior to appointment, you will be called in for an interview by the DSNY Division of Human Resources. If you do not possess a New York State CDL Class A or B License, you will be required to obtain the CDL License at your own expense, prior to appointment, either at a training program of your own choosing or at a training program provided by the DSNY (see below).

DSNY-provided CDL Training Program:

The one-week CDL training conducted by the DSNY will cost \$900. This cost is subject to change based upon factors that may increase the cost of the DSNY to provide this training. This cost **does not include** the New York State Department of Motor Vehicles road test fee. After appointment, you will be required to repay the above DSNY cost of the training. Payroll deductions will commence after appointment at the rate of \$25 per pay period and continue until the total cost is recouped by the DSNY.

In order to participate in the scheduled DSNY training course, you must present a valid **New York State Driver License and CDL Class A or Class B permit with the following:**

Class A: a) "N" Tank Vehicles endorsement; and
 b) no "L, L1, L2" Air Brake restrictions; and
 c) no "K" (not valid outside N.Y.S.) Intrastate only restrictions.

Class B: a) "N" Tank Vehicles endorsement; and
 b) no "L or L2" Air Brake restrictions; and
 c) no "K" (not valid outside N.Y.S.) Intrastate only restrictions.

You must be able to drive interstate.

You will be required to sign a liability waiver and a recoupment agreement prior to DSNY CDL training. After completing the one week DSNY CDL training course, you will be scheduled for a road test, **at your own expense**, using DSNY equipment.

Age Requirement: Because a "K" restriction is placed on the CDL license of any person under the age of 21, and because a Sanitation Worker must have one of the above-identified licenses **without** a "K" restriction, you must have attained age 21 to be appointed as a Sanitation Worker. If you are too young for appointment on the date the eligible list is terminated, you will have no further opportunity to be considered for appointment from this list.

Medical Requirement: Medical guidelines have been established for the position of Sanitation Worker. You will be examined to determine whether you can perform the essential functions of the position of Sanitation Worker. 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, and if appointed you will be subject to random drug tests for the duration of your employment.

Residency Requirement: The New York State Public Officers Law requires any person employed as a Sanitation Worker in the DSNY, to be a resident of the City of New York or of Nassau or Westchester Counties during the first five years of employment. After the first five years of employment and for subsequent duration of employment, any person employed as a Sanitation Worker must be a resident of the City of New York or of Nassau, Westchester, Suffolk, Orange, Rockland or Putnam Counties.

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 FORM:

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.

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: understanding written language; communicating information to another person; recognizing a problem or a potential problem; determining where you are in relation to the location of some object or where the object is in relation to you; recognizing how an object will look when it is moved around or when its parts are moved or rearranged; applying general rules to specific problems to arrive at a logical answer; and adding, subtracting, multiplying and dividing numbers.

There will also be a qualifying physical test. If you pass the written test, you will be scheduled to take the physical test in score order as vacancies occur. However, based on the projected number of vacancies, it is anticipated that not all candidates who pass the written test will be scheduled for the physical test. Candidates called to the physical test will be required to pay an additional \$20.00 fee. Failure to pay the additional fee, on the date you are scheduled to take the physical test, will result in disqualification from further participation in the examination. The additional fee for the physical test will be waived for a New York City resident receiving public assistance who submits a clear photocopy of a current Benefit Card at the time of the physical test. Medical evidence to allow participation in the physical test will be required and the Department of Citywide Administrative Services reserves the right to exclude from the physical test any candidates who are medically unfit. The description of the physical

test will be made available at a later date only to candidates who have passed the written test and are about to be called to take the physical test.

NEW YORK CITY RESIDENCY CREDIT: Five points will be added to the final exam score of those candidates who qualify for New York City Residency Credit. To be eligible for the residency credit, a candidate must achieve a passing score on the examination, and must maintain a continuous period of residency in New York City from June 1, 2007 through December 1, 2007. Candidates interested in seeking the residency credit must apply by following the instructions which will be provided on the date of the written test. **Merely supplying a New York City address on the application form for this examination does not serve as a request for the residency credit. Requests for residency credit must be received by DCAS before the eligible list is established.**

Eligibility for the residency credit will be investigated by the DSNY. Candidates will be required to produce written verification of the candidate's New York City residency from June 1, 2007 through December 1, 2007. The documents presented must represent the period of time for which you are claiming City residency. Inability to produce the required verification of residence documents for the continuous period of residency will result in the forfeiture of the New York City Residency Credit and an adjustment in the final score. Documents that will be investigated to prove New York City residency will include, but are not limited to: rent receipts on a letterhead (not generic receipts) accompanied by a cancelled check; mortgage payment notices; bank statements; credit card statements; utility bills (excluding telephone bill); hospital/clinic or other institutional records telephone bills. DSNY reserves the right to accept other documents, in lieu of the above, under special circumstances which validate various living arrangements, as determined by the Department. **As in the case of any intentional misrepresentation of a material fact on an employment application, candidates who claim New York City residency credit and who are determined to have intentionally misrepresented facts concerning New York City residency shall be disqualified and their names shall be removed from the eligible list, and they may be subject to criminal sanctions.**

NOTE: TO ENSURE YOU RECEIVE THIS CREDIT, SAVE ALL DOCUMENTATION THAT PROVIDES PROOF OF YOUR RESIDENCY IN NEW YORK CITY.

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 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 pass the physical test and meet all other requirements and conditions, you will be considered for appointment when your name is reached on the eligible list.

ADDITIONAL INFORMATION:

Probationary Period: The probationary period is eighteen months. The probationary period may be extended pursuant to New York City Civil Service Law and the Personnel Rules and Regulations of the City of New York. As part of the probationary period, probationers must successfully complete a prescribed training course.

Investigation: Prior to appointment and at time of investigation, candidates will be called for an interview by the DSNY Division of Human Resources for a background investigation and to review all required documents. Candidates must present originals or certified copies of documents and proof, including but not limited to, proof of date of birth, military service, and required residency. Any willful misstatement or failure to present any required documents will be cause for disqualification.

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. 70112; Sanitation Service

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