



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

**REQUIRED INFORMATION**

APPLICATION  
EDUCATION AND EXPERIENCE  
TEST

BILL DE BLASIO  
Mayor

STACEY CUMBERBATCH  
Commissioner

**NOTICE  
OF  
EXAMINATION**

**BRIDGE REPAIRER AND RIVETER  
Exam No. 4029**

**WHEN TO APPLY:** From: February 4, 2015  
To: February 24, 2015

**APPLICATION FEE: \$91.00**

**If you choose to pay the application fee with a credit/debit/gift card, you will be charged a fee of 2.49% of the payment amount. This fee is nonrefundable.**

**TEST DATE:** The qualifying climbing and walking practical test is expected to begin on **Monday, July 6, 2015**

**YOU ARE RESPONSIBLE FOR READING THIS NOTICE IN ITS ENTIRETY  
BEFORE YOU SUBMIT YOUR APPLICATION.**

**WHAT THE JOB INVOLVES:** Bridge Repairers and Riveters, under supervision, repair and maintain the structural members of bridges. They repair and maintain steel beams, columns, girders, handrails, gratings, cables, etc. of bridges; cut out and replace rivets; drill and ream holes to properly align and secure members; use oxy-acetylene burning equipment; check members and connections for defects and need for replacement; erect working platforms and tie all types of knots and splices to rig planks, beams and equipment; use powered tools; prepare rough sketches incidental to structural repairs; read blueprints of structural steel details; and operate motor vehicles in the performance of assigned duties. All Bridge Repairers and Riveters perform related work.

Some of the physical activities performed by Bridge Repairers and Riveters and environmental conditions experienced are: working outdoors in all kinds of weather; working on elevated structures; walking on bridge cables; walking and climbing bridge structures; working on ladders and scaffolds; working in various field locations; using arm strength and upper body strength to climb bridge structures; lifting and carrying heavy tools and equipment weighing up to 80 pounds.

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

**Special Working Conditions:** Bridge Repairer and Riveters may be required to work shifts including nights, Saturdays, Sundays, and holidays.

**THE SALARY:** The current minimum salary is \$40.69 per hour, for a 40-hour work week. This rate is subject to change.

**HOW TO APPLY:** If you believe you meet the requirements in the "How to Qualify" section, submit an application on the Online Application System (OASys) at [www.nyc.gov/examsforjobs](http://www.nyc.gov/examsforjobs). Follow the onscreen application instructions for electronically submitting your application and payment, and completing any required information. A unique and valid email address is required to file online. Several internet service providers, including but not limited to Google, Yahoo!, AOL, Outlook.com, and Mail.com offer free email addresses. **All new OASys accounts require verification before a candidate can submit an application to ensure the accuracy of candidate information. Verification is instantaneous for most accounts, but some accounts may require up to 24 hours to be reviewed by a staff member and resolved. Email notification will be sent to those creating accounts that require additional documentation before they can be resolved. Please keep this information and the application period deadline in mind when creating your account.** The following methods of payment are acceptable: major credit card, bank card associated with a bank account, or a prepaid debit card with a credit card logo which you may purchase online or at various retail outlets. You may come to the DCAS Computer-based Testing & Applications Centers to file for this examination online and submit a money order payable to DCAS (Exams).

The centers will be open Monday through Saturday from 9:00 AM to 5:00 PM:

**Manhattan**  
2 Lafayette Street  
17<sup>th</sup> Floor  
New York, NY 10007

**Brooklyn**  
210 Joralemon Street  
4<sup>th</sup> Floor  
Brooklyn, NY 11201

**The Computer-based Testing and Application Centers will be closed on Saturday, February 7, Monday, February 9, and Monday February 16, 2015.**

**READ CAREFULLY AND SAVE FOR FUTURE REFERENCE**

**Special Circumstances Guide:** This guide is located on the DCAS website at [www.nyc.gov/html/dcas/downloads/pdf/misc/exam\\_special\\_circumstances.pdf](http://www.nyc.gov/html/dcas/downloads/pdf/misc/exam_special_circumstances.pdf) and available at the DCAS Computer-based Testing & Applications Centers. This guide gives important information about requesting an alternate test date because of religious observance or a special test accommodation for disability, claiming Veterans' or Legacy credit, and notifying DCAS of a change in your mailing address. Follow all instructions on the Special Circumstances Guide that pertain to you when you complete your "Application for Examination".

**HOW TO QUALIFY:** 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.

**Experience Requirements:**

Five years of full-time satisfactory experience as a Bridge Repairer and Riveter, outside structural or ornamental ironworker, boilermaker or in a related shipbuilding trade.

**The experience requirement must be met by the last day of the Application Period (February 24, 2015).**

**You must clearly specify in detail all of your relevant experience on your Education and Experience Test and submit it by the end of the application period. You will not receive credit for experience which you obtain after the end of the application period.**

**Driver License Requirement:** At the time of appointment, eligibles must possess a Class B Commercial Driver License with no restrictions, valid in the State of New York. The Class B Commercial Driver License with no restrictions must be maintained for the duration of your employment.

**Drug Screening Requirement:** You must pass a drug screening in order to be appointed, and if appointed, you will be subject to random drug and alcohol tests for the duration of your employment.

**Residency Requirement Advisory:** Under New York City Administrative Code Section 12-120, you might need to be a resident of the City of New York within 90 days of the date you are appointed to this position. Since residency requirements vary by title, appointing agency and length of service, consult the **appointing agency's personnel office** at the time of the appointment interview to find out if City residency is required.

**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 INFORMATION:**

- 1. Application for Examination:** Follow the online instructions, including those relating to the payment of fee and, if applicable, those found in the Special Circumstances Guide.
- 2. Education and Experience Test:** Fill out **Sections B and C (if applicable)**. This test must be filled out completely and in detail for you to receive your proper rating. Follow the online instructions.

**ADMISSION NOTICE:** You should receive an Admission Notice in the mail about 10 days before the date on which testing is expected to begin. If you do not receive an Admission Notice at least 4 days before the date on which testing is expected to begin, you must go to the Exam Support Group, 1 Centre Street, 14<sup>th</sup> Floor, New York, NY 10007, to obtain a duplicate notice.

**THE TEST:** You will be given a two part practical test. The first part of the test will be a qualifying practical test which will test your ability to climb a designated structure and walk across this structure. The second part of the test will be a competitive practical test. A score of 70% is required to pass each test. Your score on the competitive practical test will be used to determine your place on an eligible list. The practical tests are designed to assess the extent to which you have certain knowledge and abilities determined to be important to the performance of the tasks of a Bridge Repairer and Riveter.

For the qualifying practical climbing and walking test, candidates will be required to demonstrate their ability to climb and walk a structure. Safety precautions will be observed. Only those candidates who pass the qualifying practical climbing and walking test will be called to the competitive practical test.

For the competitive practical test, candidates may be tested on the following areas: knowledge of various bridge elements; proper use of oxy-acetylene burning equipment, hand and power shop equipment and field tools; preparation and interpretation of structural sketches; job layout; rigging of bridge elements, equipment and tools; knot tying; metal fabrication; preparing, fastening and securing of bridge members; and other related areas.

The test may also include areas which require the use of the following abilities:

**Oral Comprehension:** understanding spoken English words and sentences. Example: A Bridge Repairer and Riveter understands work orders given verbally.

**Written Comprehension:** understanding English words and sentences. Example: A Bridge Repairer and Riveter understands written work orders.

**Oral Expression:** using English words or sentences in speaking so that others will understand. Example: A Bridge Repairer and Riveter verbally explains jobs completed and procedures used.

**Number Facility:** the degree to which adding, subtracting, multiplying and dividing can be done quickly and correctly. Example: A Bridge Repairer and Riveter adds the lengths of a number of pieces of steel.

**Warning:** You are not permitted to enter the test site with cellular phones, beepers, pagers, cameras, portable media players, or other electronic devices. Calculators are permitted; however, they must be hand-held, battery or solar powered, numeric only. Calculators with functions **other than** addition, subtraction, multiplication and division **are prohibited**. Electronic

devices with an alphabetic keyboard or with word processing or data recording capabilities such as planners, organizers, etc. are prohibited. If you use any of these devices in the building at any time before, during or after the test, you may not receive your test results, your test score may be nullified, and your application fee will not be refunded.

You may not have any other person, including children, present with you while you are being processed for or taking the test, and no one may wait for you inside of the test site while you are taking the test.

**Required Identification:** You are required to bring one (1) form of valid (non-expired) signature photo bearing identification to the test site. The name that was used to apply for the exam must match the first and last name on the photo ID. A list of acceptable identification documents is provided below. **If you do not have acceptable ID, you may be denied testing.** Acceptable forms of identification (bring one) are as follows: state issued driver's license, State issued identification card, US Government issued Passport, US Government issued Military Identification Card, US Government issued Alien Registration Card, Employer ID with photo, or Student ID with photo.

**Leaving:** You must leave the test site once you finish the test. If you leave the test site after being fingerprinted but before finishing the test, you will not be permitted to re-enter. If you disregard this instruction and re-enter the test site, you may not receive your test results, your test score may be nullified, and your application fee will not be refunded.

**THE TEST RESULTS:** If you meet the experience requirements, pass the qualifying practical climbing and walking test, and the competitive practical 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.

**CHANGE OF MAILING AND/OR EMAIL ADDRESS:** It is critical that you promptly notify DCAS of any change to your mailing address and/or email address. You may miss important information about your exam(s) or consideration for appointment, including important information that may require a response by a specified deadline, if we do not have your correct mailing and/or email address. Change of mailing and/or email address requests submitted to any place other than DCAS, such as your Agency or to the United States Postal Service will NOT update your records with DCAS. To update your mailing and/or email address with DCAS, you must submit a change request by mail or in person. Your request must include your full name, social security number, exam title(s), exam number(s), old mailing and/or email address, and your new mailing and/or email address. Your request can be mailed to DCAS Records Room, 1 Centre Street, 14<sup>th</sup> Floor, New York, NY 10007 or brought in person to the same address Monday through Friday from 9 AM to 5 PM.

**SPECIAL ARRANGEMENTS:**

**Make-up Test:** You may apply for a make-up test if you cannot take the test on the regular test date for any of the following reasons:

- (1) compulsory attendance before a public body;
- (2) on-the-job injury or illness caused by municipal employment where you are an officer or employee of the City;
- (3) absence from the test within one week after the death of a spouse, domestic partner, parent, sibling, child or child of a domestic partner where you are an officer or employee of the City;
- (4) absence due to ordered military duty; or
- (5) a clear error for which the Department of Citywide Administrative Services or the examining agency is responsible; or
- (6) a temporary disability, pregnancy-related, or child-birth-related condition preventing you from taking the test.

To request a make-up test, contact the Exam Support Group in person or by mail at 1 Centre Street, 14<sup>th</sup> Floor, New York, NY 10007, as soon as possible and provide documentation of the special circumstances that caused you to miss your test.

**PENALTY FOR MISREPRESENTATION:** Any intentional misrepresentation on the application or examination may result in disqualification, even after appointment, and may result in criminal prosecution.

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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 at [nyc.gov/dcas](http://nyc.gov/dcas) at the DCAS Computer-based Testing & Application Centers.

The City of New York is an Equal Opportunity Employer.  
Title Code No. 92310; 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)**