



ERIC L. ADAMS  
Mayor

DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES  
BUREAU OF EXAMINATIONS

LOUIS A. MOLINA  
Commissioner

## NOTICE OF EXAMINATION

**CERTIFIED IT DEVELOPER (APPLICATIONS)**  
**Exam No. 5036**

**WHEN TO APPLY: From: December 10, 2024**

**APPLICATION FEE: \$96.00**

**To: December 30, 2024**

**If you choose to pay the application fee with a credit/debit/gift card, you will be charged a service fee of 2.00% of the payment amount. This service fee is nonrefundable.**

**CANDIDATES WHO DEMONSTRATE THAT THEY ARE A VETERAN, UNEMPLOYED, RECEIVING PUBLIC ASSISTANCE, OR SUPPLEMENTARY SECURITY INCOME, ARE ENTITLED TO A WAIVER OF THE APPLICATION FEE.**

**YOU ARE RESPONSIBLE FOR READING THIS ENTIRE NOTICE BEFORE YOU SUBMIT YOUR APPLICATION.**

### WHAT THE JOB INVOLVES:

Certified IT Developers (Applications), under supervision, with latitude for independent action and the exercise of independent judgment, are responsible for performing highly technical and supervisory responsibilities in applications development, including planning, designing, configuring, installing, testing, troubleshooting, integrating, performance monitoring, maintaining, enhancing, security management, and support of complex computer applications programs. Certified IT Developers (Applications) may supervise a small unit engaged in the above duties; may serve as a project leader of projects involving computer applications programs, or may independently perform development, testing or maintenance work of a highly technical nature. In the temporary absence of the supervisor, they may perform the duties of that position. All Certified IT Developers (Applications) perform related work, including end user support and disaster recovery and, when necessary, perform the duties of related or lower titles and Assignment Levels.

### Special Working Conditions:

Certified IT Developers (Applications) may be required to work various shifts including nights, Saturdays, Sundays, and holidays.

(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 \$89,550 per annum. This rate is subject to change. There are four assignment levels within this class of positions. Appointments will generally be made to Assignment Level I. Employees may be assigned to the higher assignment levels at the discretion of the appointing agency.

### HOW TO QUALIFY:

You are responsible for determining whether or not you meet the education and experience requirements for this examination prior to submitting your application. If you are found "Not Qualified," your application fee will not be refunded and you will not receive a score.

### Professional/Vendor Certification, Education and Experience Requirements:

By the **last day of the Application Period (December 30, 2024)**, you must have one of the following professional/vendor certifications:

**READ CAREFULLY AND SAVE FOR FUTURE REFERENCE**

ACSS-Avaya Aura® Contact Center  
ACSS-Avaya Aura® Experience Portal with Proactive Outreach Manager  
Actuate Certified Professional Developer  
Acquia Certified Drupal Developer  
Amazon Web Services Certification  
Amazon Web Services Certified AI Practitioner  
Amazon Web Services Certified Big Data – Specialty  
Amazon Web Services Certified Cloud Practitioner  
Amazon Web Services Certified Data Analytics - Specialty  
Amazon Web Services Certified Database - Specialty  
Amazon Web Services Certified Developer  
Amazon Web Services Certified Developer – Associate  
Amazon Web Services Certified DevOps Engineer  
Amazon Web Services Certified DevOps Engineer – Professional  
Amazon Web Services Certified Machine Learning Engineer  
Amazon Web Services Certified Security - Specialty  
Amazon Web Services Certified Solutions Architect  
Amazon Web Services Certified Solutions Architect – Associate  
Amazon Web Services Certified Solutions Architect – Professional  
Amazon Web Services Certified SysOps Administrator  
Amazon Web Services Certified SysOps Administrator – Associate  
AmericanSoftware Testing QualificationsBoard Foundation Level Software Testing Certification (CTFL)  
American Software Testing Qualifications Board IQBBA Business Analyst Certification  
American Software Testing Qualifications Board Mobile Testing  
American Software Testing Qualifications Board Proficiency Distinction  
ARCHIBUS Certification  
Aruba Certified ClearPass Associate  
Aruba Certified ClearPass Expert  
Aruba Certified ClearPass Professional  
ASPS-Avaya Call Management System  
BEA Certified Administrator-System Administration  
BEA Certified Architect-Enterprise Architect  
BEA Certified Developer-Build Solutions  
BEA Certified Developer-Integration Solutions  
BEA Certified Developer-Portal Solutions  
BPM Essentials BPMN Method and Style  
Bruce Silver Associates BPMS Watch - DMN Method and Styles Basics  
Certificate in Internet Client – Server Applications Development  
Certificate of Award for C++ / C# Programming  
Certified Business Intelligence Professional  
Certified ColdFusion MX Developer  
Certified Expert in Python Programming  
Certified Jenkins Engineer  
Chef Local Cookbook Development Badge  
Cisco Certified Network Associate  
Cisco Certified Network Professional  
Cloudera CCA Spark and Hadoop Developer  
Cloudera Certified Developer for Apache Hadoop  
Cloudera Certified Professional  
Cloudera Certified Professional Data Engineer  
Cognos Access Manager  
Cognos Consolidation Product Professional  
Cognos DecisionStream  
Cognos Impromptu Product Professional  
Cognos Metrics Manager Product Professional  
Cognos Planning Analyst Product Professional  
Cognos Planning Contributor Product Professional  
Cognos PowerPlay Product Professional  
Cognos ReportNet Product Professional - Administration Track  
Cognos ReportNet Product Professional - Modeling Track  
Cognos ReportNet Product Professional - Reporting Track  
Cognos Upfront Product Professional  
Cognos Visualizer Product Professional  
CompTIA Network+  
CompTIA Security+  
Curam Certified Professional  
DataBricks Certified Associate Developer for Apache Spark  
DataBricks Certified Professional Data Engineer  
Docker Certified Associate  
ESRI ArcGIS API for Python (Associate 2024)  
ESRI ArcGIS Desktop (Associate)  
ESRI ArcGIS Desktop (Entry)  
ESRI ArcGIS Desktop (Professional)  
ESRI ArcGIS Desktop Developer (Associate)  
ESRI ArcGIS Developer (Foundation 2201)  
ESRI ArcGIS Maps SDK for JavaScript (Associate 2024)  
ESRI ArcGIS Online Administration (Associate 2024)  
ESRI ArcGIS Pro (Associate 2101)  
ESRI ArcGIS Pro (Associate 2025)  
ESRI ArcGIS Pro (Foundation 2101)  
ESRI ArcGIS Pro (Foundation 2025)  
ESRI ArcGIS Pro (Professional 2201)

ESRI ArcGIS Pro (Professional 2025)  
ESRI ArcGIS Utility Network (Associate 2024)  
ESRI Enterprise Administration (Associate)  
ESRI Enterprise Administration (Professional 2201)  
ESRI Enterprise Geodata Management (Associate)  
ESRI Enterprise Geodata Management (Professional)  
ESRI Enterprise Geodata Management (Professional 2201)  
ESRI Enterprise System Design (Associate)  
ESRI Enterprise System Design (Professional 2201)  
ESRI GIS Fundamentals (Foundation 2024)  
ESRI Web Application Developer (Associate)  
FileNet P8 Certified Administrator: Business Process Manager Suite  
FileNet P8 Certified Administrator: Content Manager Suite  
FileNet P8 Certified Administrator: Image Manager Suite  
FileNet P8 Certified Administrator: Records Manager Suite  
FileNet P8 Certified Administrator: Web Content Manager Suite  
FileNet P8 Certified Developer: Business Process Manager Suite  
FileNet P8 Certified Developer: Content Manager Suite  
FileNet P8 Certified Developer: Image Manager Suite  
FileNet P8 Certified Developer: Records Manager Suite  
FileNet P8 Certified Developer: Web Content Manager Suite  
FileNet P8 Certified Technical Support: Business Process Manager Suite  
FileNet P8 Certified Technical Support: Content Manager Suite  
FileNet P8 Certified Technical Support: Image Manager Suite (CS)  
FileNet P8 Certified Technical Support: Image Manager Suite (IS)  
FileNet P8 Certified Technical Support: Records Manager Suite  
FileNet P8 Certified Technical Support: Web Content Manager Suite  
GIAC Certified Web Application Defender (GWEB)  
GIAC Mobile Device Security Analyst (GMOB)  
GIS Certification Institute GIS Professional Certification  
Global Innovation Institute Certified Design Thinking Professional  
Google Associate Android Developer Certificate  
Google Cloud Certified - Associate Cloud Engineer  
Google Cloud Certified - Professional Cloud Architect  
Google Cloud Certified - Professional Data Engineer  
Google Developers Certification  
Google - Professional Machine Learning Engineer  
GTB/ASTQB Usability Testing  
HP AIS QTP Certification  
HP AIS Unified Functional Testing Certification  
HP ASE - Application Lifecycle Management Implementation  
HP ASE - HP ASE QTP Certification  
HP ASE - LoadRunner  
HP ASE - Unified Functional Testing Certification  
HP ATP - Application Lifecycle Management  
HP ATP - LoadRunner  
IBM Certified Advanced Deployment Professional – Tivoli Netcool Core  
IBM Certified Advanced Deployment Professional – Tivoli Security Management Solutions  
IBM Certified Advanced Deployment Professional – Tivoli Storage Manager  
IBM Certified Advanced Deployment Professional – Tivoli Workforce Scheduler  
IBM Certified Advanced System Administrator-WebSphere Application Server  
IBM Certified Advanced System Administrator-WebSphere Application Server for Z/OS,  
IBM Certified Application Developer  
IBM Certified Application Developer-DB2 Universal Database Family  
IBM Certified Associate Developer - Rational Application Developer  
IBM Certified Associate Developer-Lotus Notes and Domino  
IBM Certified DB2 Database Administrator – DB2 Universal DB for z/OS  
IBM Certified Integration Developer  
IBM Certified Lotus Notes R5 Application Developer  
IBM Certified Solution Designer  
IBM Certified Solution Developer  
IBM Certified Solution Developer - Web Services Development with WebSphere Studio  
IBM Certified Solutions Expert-DB2 UDB Family Application Development  
IBM Certified Specialist – System z Technical Support  
IBM Certified Specialist- WebSphere MQ Integrator  
IBM Certified System Administrator-WebSphere MQ  
IBA Level 1 - Entry Certificate in Business Analysis  
IBA Level 2 - Certification of Capability in Business Analysis  
IBA Level 3 - Certified Business Analysis Professional  
IBA Level 4 - Certified Business Analysis Thought Leader  
Informatica - Axon Data Governance Certification  
Informatica - Cloud (iPaaS) Certification  
Informatica - Data Quality Certification  
Informatica Data Engineering Certification  
Informatica Power Center Data Integration Certification  
Interwoven Certification  
ISC2 Software Security Practitioner Suites  
ISCB Certified Associate Business Analyst  
ISCB Certified Associate in Software Quality  
ISCB Certified Associate in Software Testing  
ISCB Certified Manager of Software Quality  
ISCB Certified Manager of Software Testing  
ISCB Certified Software Business Analyst  
ISCB Certified Software Quality Analyst

ISCB Certified Software Tester  
ISTQB Advanced Technical Test Analyst  
ISTQB Advanced Test Analyst  
ISTQB Advanced Test Manager  
ISTQB Agile Testing  
ISTQB Expert Tester  
ISTQB Foundation Level CTFL Tester  
ISTQB Security Testing  
ISTQB Test Automation Engineer  
Master Certified Internet Web Designer  
Micro Focus ASE – Accredited Software Expert  
Micro Focus ASP – Accredited Software Professional  
Micro Focus CSE – Certified Software Expert  
Expert Micro Focus CSP – Certified Software Professional  
Microsoft Certified Applications Developer  
Microsoft Certified Applications Developer: SQL Server  
Microsoft Certified Applications Developer for .Net  
Microsoft Certified: Azure AI Engineer Associate  
Microsoft Certified Database Administrator  
Microsoft Certified: DevOps Engineer Expert  
Microsoft Certified IT Professional  
Microsoft Certified IT Professional Enterprise Administrator  
Microsoft Certified Master  
Microsoft Certified Professional Developer  
Microsoft Certified Professional Developer: Enterprise Applications Developer  
Microsoft Certified Professional Developer: Web Developer  
Microsoft Certified Professional Developer: Windows Developer  
Microsoft Certified Professional: Querying SQL Server  
Microsoft Certified Solutions Associate  
Microsoft Certified Solutions Associate: BI Reporting  
Microsoft Certified Solutions Associate: Cloud Platform  
Microsoft Certified Solutions Associate: Data Engineering with Azure  
Microsoft Certified Solutions Associate: Linux on Azure  
Microsoft Certified Solutions Associate: Machine Learning  
Microsoft Certified Solutions Associate: Microsoft Dynamics 365  
Microsoft Certified Solutions Associate: Microsoft Dynamics 365 for Operations  
Microsoft Certified Solutions Associate: SQL Database Administration  
Microsoft Certified Solutions Associate: SQL Database Development  
Microsoft Certified Solutions Associate: SQL Server  
Microsoft Certified Solutions Associate: Universal Windows Platform  
Microsoft Certified Solutions Associate: Web Applications  
Microsoft Certified Solutions Associate: Windows Server  
Microsoft Certified Solutions Developer  
Microsoft Certified Solutions Developer for .Net  
Microsoft Certified Solutions Developer for Visual Studio  
Microsoft Certified Solutions Developer: Application Lifecycle Management  
Microsoft Certified Solutions Developer: Azure  
Microsoft Certified Solutions Developer: Sharepoint  
Microsoft Certified Solutions Developer: Universal Windows Platform  
Microsoft Certified Solutions Developer: Visual Basic  
Microsoft Certified Solutions Developer: Web Applications  
Microsoft Certified Solutions Developer: App Builder  
Microsoft Certified Solutions Expert  
Microsoft Certified Solutions Expert: Business Applications  
Microsoft Certified Solutions Expert: Business Intelligence  
Microsoft Certified Solutions Expert: Cloud Platform and Infrastructure  
Microsoft Certified Solutions Expert: Data Management and Analytics  
Microsoft Certified Solutions Expert: Data Platform  
Microsoft Certified Solutions Expert: Mobility  
Microsoft Certified Solutions Master  
Microsoft Certified Systems Associate: Azure  
Microsoft Certified Technology Specialist  
Microsoft Certified Technology Specialist: .NET Framework Distributed Applications  
Microsoft Certified Technology Specialist: .NET Framework Web Applications  
Microsoft Certified Technology Specialist: Biz Talk Server  
Microsoft Developing ASP.NET MVC Web Applications  
Microsoft Specialist: Architecting Microsoft Azure Solutions  
Microsoft Specialist: Developing Microsoft Azure and Web Services  
Microsoft Specialist: Developing Microsoft Azure Solutions  
Microsoft Specialist: Implementing Microsoft Azure Infrastructure Solutions  
Microsoft Technology Associate Certification  
MongoDB Certified DBA Associate Exam  
MongoDB Certified Developer Associate  
MS Dynamics CRM  
OMG's UML Cert  
OracleForms Developer Certified Professional  
Oracle Analytics Cloud Certified Associate  
Oracle Application Server Administrator: Certified Professional  
Oracle BI Enterprise Edition  
Oracle Business Intelligence Foundation Suite Essentials  
Oracle Business Intelligence Foundation Certified Implementation Specialist  
Oracle Business Intelligence Foundation Suite Certified Implementation Specialist  
Oracle Certified Associate Java Programmer  
Oracle Certified Enterprise JavaBeans Developer  
Oracle Certified Expert, Java EE Enterprise JavaBeans Developer  
Oracle Certified Expert, Java EE JavaServer Faces Developer  
Oracle Certified Expert, Java EE Persistence API Developer  
Oracle Certified Expert, Java EE Web Component Developer

Oracle Certified Expert, Java EE Web Services Developer  
Oracle Certified Expert, Oracle Database : Performance Management and Tuning  
Oracle Certified Java Persistence API Developer  
Oracle Certified JavaServer Faces Developer  
Oracle Certified Master Java Developer  
Oracle Certified Master Java Enterprise Architect  
Oracle Certified Master, Java EE Enterprise Architect  
Oracle Certified Professional Business Component Developer  
Oracle Certified Professional Java Programmer  
Oracle Certified Professional Mobile Application Developer  
Oracle Certified Professional, MySQL Database Administrator  
Oracle Certified Professional, MySQL Developer  
Oracle Certified Web Component Developer  
Oracle Certified Web Services Developer  
Oracle Database Administrator Certified Associate  
Oracle Database Administrator Certified Master  
Oracle Database Administrator Certified Professional  
Oracle Database Certified Implementation Specialist  
Oracle Database Administration Certified Associate  
Oracle Database SQL Certified Associate  
Oracle Internet Application Developer Certified Professional  
Oracle PL/SQL Developer Certified Associate  
Oracle SOA Suite Essentials  
Oracle/Siebel Certification - Business Analysis  
PeopleSoft Certified Developer  
PHP Certification  
PMI PMP Agile Certified Practitioner  
PMI PMP Professional Certification  
Professional Certification in Agile and Scrum  
Puppet Certified Professional  
Puppet Enterprise Certification  
QAI Global Institute Certified Software Tester  
Red Hat Certified Specialist in Ansible Automation  
RedHat Certified Architect  
RedHat Certified JBoss Developer  
Remedy Skilled Professional  
Ruby Programmer (Gold)  
Ruby Programmer (Silver)  
Salesforce Certified Administrator  
Salesforce Certified Advanced Administrator  
Salesforce Certified Advanced Developer  
ScrumAlliance Certified Scrum DeveloperSM (CSD®)  
ScrumAlliance Certified ScrumMaster  
Scrumstudy.com Scrum Master Certified (SMC™)  
ServiceNow Admin  
ServiceNow Certified Application Developer  
ServiceNow Certified Implementation Specialist  
ServiceNow Certified System Administrator  
ServiceNow Developer  
ServiceNow Fundamentals Certification  
Siebel Certified Application Developer  
Siebel Certified Business Analyst  
Siebel Certified Consultant / Siebel Certified Instructor  
Siebel Certified CRM OnDemand Consultant  
Siebel Certified Data Warehouse Developer  
Siebel Certified Master Analytics Consultant  
Siebel Certified Server Architect  
SnowPro Advanced: Architect  
SnowPro Advanced: Data Engineer  
SnowPro Advanced: Database Administrator  
SnowPro Core Certification  
Splunk Certified Architect  
Splunk Certified User  
Sun Certified Business Component Developer for Java 2 Platform, Enterprise Edition  
Sun Certified Developer for Java 2 Platform  
Sun Certified Developer for Java Web Services  
Sun Certified Enterprise Architect for J2EE Technology  
Sun Certified Mobile Applications Developer for the Java 2 Platform Micro Edition  
Sun Certified Web Component Developer for J2EE Platform  
Sybase PowerBuilder Associate  
Sybase PowerBuilder Professional  
Tableau Desktop Certified Professional  
Tableau Server Certified Professional  
TensorFlow Developer Certificate  
VMware Certified Professional  
W3Schools ASP Certification Exam  
W3Schools AWS Cloud Certification Exam  
W3Schools AWS Machine Learning Certification Exam  
W3Schools AWS Serverless Certification Exam  
W3Schools Accessibility Certification Exam  
W3Schools AngularJS Certification Exam  
W3Schools Bootstrap 3 Certification Exam  
W3Schools Bootstrap 4 Certification Exam  
W3Schools Bootstrap 5 Certification Exam  
W3Schools C Certification Exam  
W3Schools C# Certification Exam  
W3Schools C++ Certification Exam

W3Schools CSS Certification Exam  
W3Schools Cyber Security Certification Exam  
W3Schools DSA Certification Exam  
W3Schools Data Analytics Certification  
W3Schools Data Science Certification Exam  
W3Schools Django Certification Exam  
W3Schools Excel Certification Exam  
W3Schools Frontend Development Certification  
W3Schools Full Access Certification  
W3Schools Git Certification Exam  
W3Schools Go Certification Exam  
W3Schools HTML Certification Exam  
W3Schools Java Certification Exam  
W3Schools JavaScript Certification Exam  
W3Schools Kotlin Certification Exam  
W3Schools Modern Web Development Certification  
W3Schools MongoDB Certification Exam  
W3Schools MySQL Certification Exam  
W3Schools NodeJS Certification Exam  
W3Schools NumPy Certification Exam  
W3Schools PHP Certification Exam  
W3Schools PHP Laravel Certification Exam  
W3Schools Pandas Certification Exam  
W3Schools PostgreSQL Certification Exam  
W3Schools Problem Solving Certification Exam  
W3Schools Python Certification Exam  
W3Schools R Certification Exam  
W3Schools React.JS Certification Exam  
W3Schools SASS Certification Exam  
W3Schools SQL Certification Exam  
W3Schools SciPy Certification Exam  
W3Schools Statistics Certification Exam  
W3Schools TypeScript Certification Exam  
W3Schools Vue.js Certification Exam  
W3Schools W3.CSS Certification Exam  
W3Schools XML Certification Exam  
W3Schools jQuery Certification Exam

Xamarin Certified Mobile Developer

#### **EDUCATION AND EXPERIENCE REQUIREMENTS:**

**As per Section 54(2) of the Civil Service Law, the education requirement needed to qualify must be met by December 30, 2025. The experience requirement needed to qualify must be met by the last day of the Application Period (December 30, 2024).**

In addition to meeting the professional/vendor certification requirement above, all candidates must also have the following:

1. A baccalaureate degree from an accredited college or university, **and** two years of satisfactory full-time (not classroom based) experience in computer applications development planning, design, configuration, installation, troubleshooting, integration, performance monitoring, maintenance, enhancement, and security management; **or**
2. A four-year high school diploma or its educational equivalent **and** six years of satisfactory full-time (not classroom based) information technology experience of which at least 2 years must have been computer applications development experience as described in "1" above; **or**
3. Education and/or experience equivalent to "1" or "2" above. A masters degree in computer science or a related field from an accredited college or university may substitute for one year of computer applications development experience as described in "1" above. However, all candidates must have at least one year of satisfactory full-time (not classroom based) computer applications development experience as described in "1" above.

**Some examples of acceptable information technology experience include experience in the areas of:** business/systems analysis, database administration/modeling/design, spatial analysis/mapping, testing, and other related areas.

**Note:** In addition to meeting the minimum Qualification Requirements incumbents may be required to update existing and/or obtain additional professional industry standard certification(s) for current and future technical environment(s) in which they may be assigned to work, as determined by the employing agency.

The high school diploma or its educational equivalent must be approved by a State's Department of Education or a recognized accrediting organization. The college or university must be accredited by regional, national, professional, or specialized agencies recognized as accrediting bodies by the U.S. Secretary of Education and by the Council for Higher Education Accreditation (CHEA).

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. This is required only if you need credit for your foreign education in this examination. For more information see the Foreign Education Evaluation Guide in the Required Information section.

During the Education and Experience Exam (EEE), you may answer questions about your experience. If your experience was on a part-time basis working less than 35 hours per week, you will need to convert your part-time experience to full-time experience using the formula below. Once you have determined your full-time experience equivalent, use this amount to answer questions about your experience.

$(\text{number of hours worked per week}/35) \times (\text{number of months worked})$

For example, if you worked at a job for 21 hours per week for 12 months, you would make the following calculation:  $21/35 \times 12 = 7.2$  months.

**You have until midnight Eastern time on the last day of the Application Period (December 30, 2024) to clearly specify in detail all of your relevant professional/vendor certification(s), education and experience and Final Submit your Education and Experience Exam in the Online Application System**

**(OASys). Once you Final Submit your Education and Experience Exam in OASys, you will not be permitted to submit new or additional information on your Education and Experience Exam online.**

**If you do not Final Submit your Education and Experience Exam in OASys by midnight Eastern time on the last day of the Application Period (December 30, 2024), your examination will be considered incomplete, you will not receive a score, you will not be invited to subsequent portions of this examination (if applicable), and your application fee will not be refunded.**

**Residency Requirement Advisory:**

City residency is not required for this title.

**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 an agency under the jurisdiction of the Commissioner, Department of Citywide Administrative Services.

**HOW TO APPLY:**

If you believe you meet the requirements in the "How to Qualify" section, apply using 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, payment, and completing any required information. A unique and valid email address is required to apply 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 apply to ensure the accuracy of candidate information. Verification is instantaneous for most accounts and you will receive a confirmation email with instructions to activate your account. For any account creation issues, you will receive onscreen prompts to contact DCAS. This review may require up to two (2) business days to be reviewed and 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. If you are receiving or participating in certain forms of public assistance/benefits/programs, or are a veteran, you may qualify to have the application fee waived. For more information on eligibility for a fee waiver and documentation requirements visit the Fee Waiver FAQ on the Online Application System at: <https://a856-exams.nyc.gov/OASysWeb/faqs>. **Effective January 2020, the Online Application System is no longer supported on Windows 7 or earlier versions of Windows operating systems.**

You may come to the DCAS Computer-based Testing & Application Centers to apply for this examination online.

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

**Manhattan**

2 Lafayette Street  
17th Floor  
New York, NY 10007

**Brooklyn**

210 Joralemon Street  
4th Floor  
Brooklyn, NY 11201

**Queens**

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

**Staten Island**

135 Canal Street  
3rd Floor  
Staten Island, NY 10304

**Bronx**

1932 Arthur Avenue  
2nd Floor  
Bronx, NY 10457

**The DCAS Computer-based Testing & Application Centers will be closed on Wednesday, December 25, 2024.**

You must complete the entire application by midnight, Eastern Time, of the last day of the application period. If you have questions about applying for this examination, you may contact DCAS at [OASys@dcas.nyc.gov](mailto:OASys@dcas.nyc.gov).

**Special Circumstances Guide:** This guide is located on the DCAS website at [https://www1.nyc.gov/assets/dcas/downloads/pdf/employment/pdf\\_c\\_special\\_circumstances\\_guide.pdf](https://www1.nyc.gov/assets/dcas/downloads/pdf/employment/pdf_c_special_circumstances_guide.pdf) and available at the DCAS Computer-based Testing & Application Centers. This guide gives important information about 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."

**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 Exam:** Fill out all the required sections displayed onscreen (if applicable). You will have until midnight Eastern time on the last day of the Application Period (December 30, 2024) to clearly specify in detail all of your relevant education and experience on your Education and Experience Exam and submit it in the Online Application System (OASys).

If you do not Final Submit your Education and Experience Exam in OASys by midnight Eastern time on the last day of the Application Period (December 30, 2024), your examination will be considered incomplete, you will not receive a score, you will not be invited to subsequent portions of this examination (if applicable), and your application fee will not be refunded.

3. **Foreign Education Evaluation Guide (Required only if you need credit for your foreign education in this examination):** 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 Evaluation Guide which is located on the DCAS website at <https://www1.nyc.gov/assets/dcas/downloads/pdf/employment/foreducation.pdf>. 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 day of the Application Period (December 30, 2024).

#### THE TEST:

Your score will be determined by an Education and Experience Exam. You will receive a score of 70 points for meeting the minimum professional/vendor certification, education, and experience requirements listed above. After these requirements are met, you will receive additional credit up to a maximum of 100 points on the following basis:

**If you have satisfactory full-time experience performing application development work in the cloud, which may include planning, designing, configuring, installing, troubleshooting, integrating, maintaining, and enhancing computer applications; as well as performance monitoring, security management, application/systems programming, business/systems analysis, database administration/modeling/design, spatial analysis/mapping, and testing; for:**

**You will receive up to:**

At least 2 years but less than 3 years	4.5 points
At least 3 years but less than 4 years	9 points
At least 4 years but less than 5 years	13.5 points
5 or more years	18 points

**If you have satisfactory full-time experience performing application development work on premises, which may include planning, designing, configuring, installing, troubleshooting, integrating, maintaining, and enhancing computer applications; as well as performance monitoring, security management, application/systems programming, business/systems analysis, database administration/modeling/design, spatial analysis/mapping, and testing; for:**

**You will receive up to:**

At least 2 years but less than 3 years	4 points
At least 3 years but less than 4 years	8 points
At least 4 years but less than 5 years	12 points
5 or more years	16 points

**If you have satisfactory full-time experience in project management, planning, organizing, and leading a team to complete IT project requirements within a set timeframe, for:**

**You will receive up to:**

At least 2 years but less than 3 years	3 points
At least 3 years but less than 4 years	6 points
At least 4 years but less than 5 years	9 points
5 or more years	12 points

Each year of experience will be credited under only one category which will be the highest appropriate category.

During the Education and Experience Exam (EEE), you may answer questions about your experience. If your experience was on a part-time basis working less than 35 hours per week, you will need to convert your part-time experience to full-time experience using the formula below. Once you have determined your full-time experience equivalent, use this amount to answer questions about your experience.

$(\text{number of hours worked per week}/35) \times (\text{number of months worked})$

For example, if you worked at a job for 21 hours per week for 12 months, you would make the following calculation:  $21/35 \times 12 = 7.2$  months.

**Experience used to meet the minimum requirements cannot be used to gain additional credit.**

**You have until midnight Eastern time on the last day of the Application Period (December 30, 2024) to clearly specify in detail all of your relevant education and experience and Final Submit your Education and Experience Exam in the Online Application System (OASys). Once you Final Submit your Education and Experience Exam in OASys, you will not be permitted to submit new or additional information online.**



**If you do not Final Submit your Education and Experience Exam in OASys by midnight Eastern time on the last day of the Application Period (December 30, 2024), your examination will be considered incomplete, you will not receive a score, you will not be invited to subsequent portions of this examination (if applicable), and your application fee will not be refunded.**

**Experience must be obtained by the last day of the Application Period (December 30, 2024).**

#### **CHANGE OF MAILING ADDRESS, EMAIL ADDRESS, AND/OR TELEPHONE NUMBER:**

It is critical that you promptly notify DCAS of any change to your mailing address, email address and/or phone number. If we do not have your correct mailing address, email address and/or phone number, you will not receive information about your exam(s), consideration for appointment and/or important information that may require a response by a specified deadline. If you need to update your Mailing Address, Email Address, and/or Telephone Number, read below:

- City Employees - update this information in NYCAPS Employee Self-Service (ESS) at [www.nyc.gov/ess](http://www.nyc.gov/ess)
- All Others - update this information on your Profile page in the Online Application System (OASys) by logging into your OASys account and navigating to your Dashboard, then your Profile tab at [www.nyc.gov/examsforjobs](http://www.nyc.gov/examsforjobs)
- Submit a written request by email at [OASys@dcas.nyc.gov](mailto:OASys@dcas.nyc.gov), by fax (646) 500-7190, or by regular mail: DCAS, 1 Centre Street, 14th Floor, New York, NY 10007. Your written request must include your full name, social security number, exam title(s), exam number(s), previous mailing and/or email address, and your new mailing and/or email address, and/or new telephone number.

#### **CHANGE OF NAME AND/OR SOCIAL SECURITY NUMBER:**

Use the Data Correction Form and follow all the instructions for changing your name and/or social security number with DCAS. The following link will provide you with the DCAS Data Correction Form: <https://www1.nyc.gov/assets/dcas/downloads/pdf/employment/dp148a.pdf>.

#### **THE TEST RESULTS:**

If you pass the Education and Experience Exam, your name will be placed in final score order on eligible list, you will be given a list number, and you will be notified by email of your test results. The eligible list determines the order by which candidates will be considered for appointment. If you meet all requirements and conditions, you will be considered for appointment if your name is reached on the eligible list. Once a list has been established, it will typically remain active for four years. To learn more about the civil service system go to: <https://www1.nyc.gov/site/dcas/employment/civil-service-system.page>.

If you believe that your test part was rated incorrectly, you may submit an appeal of your score to DCAS, Committee on Manifest Errors, through the Online Application System (OASys). Your appeal must give specific reasons why your score should be higher. Your appeal may result in a higher or lower rating.

To access the appeal portal of OASys, please log into your OASys account at [www.nyc.gov/examsforjobs](http://www.nyc.gov/examsforjobs) and use the following steps:

1. Navigate to the Dashboard for the Appeals tab.
2. Click the NEW APPEAL button to create and submit your appeal.
3. Select the exam from the Exam drop-down list, and
4. Select the exam part from the Exam Part drop-down list.
5. Select the reason for your appeal from the Appeal Reason drop-down list (if applicable).
6. Enter the details of your appeal by providing specific reasons why your score should be higher.

#### **ADDITIONAL INFORMATION:**

##### **Selective Certification for Professional/Vendor Certifications:**

If you have professional/vendor certification(s) listed in the HOW TO QUALIFY section, you may be considered for appointment to positions requiring these professional/vendor certifications through a process called Selective Certification. If you qualify for Selective Certification, you may be given preferred consideration for positions requiring these professional/vendor certifications. You will be eligible for Selective Certification for the professional/vendor certification that you used to meet the minimum qualification requirements. If you wish to apply for this Selective Certification, follow the onscreen instructions when completing your Education and Experience Exam to indicate your interest in such Selective Certification and Final Submit it in the Online Application System (OASys).

##### **Selective Certification for Certification and/or Special Experience:**

If you have the certification and/or experience listed in one or more of the areas below, you may be considered for appointment to positions requiring certification and/or experience through a process called Selective Certification. If you qualify for Selective Certification, you may be given preferred consideration for positions requiring this certification and/or experience. If you wish to apply for this Selective Certification, follow the onscreen instructions when completing your Education and Experience Exam to indicate your interest in such Selective Certification and Final Submit it in the Online Application System (OASys). **Your certification and/or experience will be checked by the appointing agency at the time of appointment.**

1. **Amazon Web Services Certified AI Practitioner (CIP):** Possession of a valid AWS Certified AI Practitioner Certification.
2. **Amazon Web Services Development Experience (AWS):** At least two (2) years of satisfactory, full-time experience as a certified Amazon Web Services (AWS) developer.
3. **Amazon Web Services Machine Learning Engineer (CML):** Possession of a valid AWS Certified Machine Learning Engineer Certification.
4. **Application Technologies (TEC):** At least two (2) years of satisfactory, full-time professional experience in the analysis, design, development, implementation and maintenance of Application

- technologies.
5. **Call Center Technologies (CCX):** At least two (2) years of satisfactory, full-time professional experience in the analysis, design, development, implementation and maintenance of Call Center technologies.
  6. **Certified Kubernetes Administrator (CKU):** Possession of a valid Certified Kubernetes Administrator (CKA) Certification.
  7. **Certified Kubernetes Application Developer (852):** Possession of a valid Certified Kubernetes Application Developer (CKAD) Certification.
  8. **Cognos BI Development (213):** At least two (2) years of satisfactory, full-time professional experience developing reports and dashboards in a Cognos BI environment.
  9. **CyberSecurity (221):** At least two (2) years of satisfactory, full-time professional experience in the analysis, design, development, implementation and maintenance of CyberSecurity technologies.
  10. **Data Management Technologies (DMT):** At least two (2) years of satisfactory, full-time professional experience in the analysis, design, development, implementation and maintenance of Data Management technologies.
  11. **ESRI ArcGIS API for Python Associate 2024 (24Y):** Possession of ESRI ArcGIS API for Python (Associate) 2024 certification.
  12. **ESRI ArcGIS Developer Foundation (AFD):** Possession of a valid ESRI ArcGIS Developer Foundation Certification.
  13. **ESRI ArcGIS Enterprise Administration Professional (AEP):** Possession of a valid ESRI ArcGIS Enterprise Administration Professional certification.
  14. **ESRI ArcGIS Maps SDK for JavaScript Associate 2024 (24X):** Possession of ESRI ArcGIS Maps SDK for JavaScript (Associate) 2024 certification.
  15. **ESRI ArcGIS Online Administration Associate (EAO):** Possesison of a valid ESRI ArcGIS Online Administration Associate certification.
  16. **ESRI ArcGIS Pro Associate (EAO):** Possesison of a valid ESRI ArcGIS Pro Associate Certification.
  17. **ESRI ArcGIS Pro Foundation (APF):** Possession of a valid ESRI ArcGIS Pro Foundation Certification.
  18. **ESRI ArcGIS Pro Professional (APR):** Possession of a valid ESRI ArcGIS Pro Professional Certification.
  19. **ESRI ArcGIS Utility Network Associate 2024 (24Z):** Possession of ESRI ArcGIS Utility Network (Associate) 2024 certification.
  20. **ESRI Enterprise Administration Professional (AEP):** Possession of a vaid ESRI Enterprise Administration Professional certification.
  21. **ESRI Enterprise Geodata Management Professional 2201 (256):** Possession of ESRI Enterprise Geodata Management (Professional) 2201 certification.
  22. **Geosupport Development (316):** At least two (2) years of satisfactory, full-time professional experience in the analysis, design, implementation, maintenance, customization, and enhancement of Geosupport applications using one or more of the following: PL/1, C, .Net, Java, SQL Server, JCL, VSAM, and/or CICS, and developing complex system integration with Geosupport SDK/API.
  23. **ESRI Enterprise System Design Professional (ESD):** Possession of a valid ESRI Enterprise System Design Professional Certification.
  24. **ESRI GIS Fundamentals Foundation (GIF):** Possession of a valid ESRI GIS Fundamentals Foundation Certification.
  25. **Google – Professional Machine Learning Engineer (330):** Possession of a Google Professional Machine Learning (ML) Engineer Certification.
  26. **Human Centered Design (HCD):** At least two (2) years of satisfactory, full-time professional experience in the application of human-centered methodologies such as customer journey mapping, user research, customer interviews, visual design, contextual inquiry, and other research methods.
  27. **Incident Command Structure (ICS) Certification (382):** Possession of a valid Incident Command Structure (ICS) certification such as FEMA's Professional Development Series certificate or an IS-100.b, IS-200.b, IS-700, or IS-800.b certificate.
  28. **Information Technology Systems Experience in an Education Setting (EIT):** At least two (2) years of satisfactory, full-time professional experience operating, monitoring, troubleshooting and/or developing information technology and/or electronic records systems for an educational program(s) and/or institution(s).
  29. **IT Infrastructure (42A):** At least two (2) years of satisfactory, full-time professional experience in the analysis, design, development, implementation and maintenance of IT Infrastructure technologies.
  30. **Microsoft Azure Development Experience (45M):** At least two (2) years of satisfactory, full-time professional experience as a certified Microsoft Azure developer.
  31. **Microsoft Certified: Azure AI Engineer Associate (43T):** Possession of a valid Microsoft Azure AI Engineer Associate Certification.
  32. **Microsoft Certified: Power BI Data Analyst (44G):** Possession of a valid Microsoft Power BI Data Analyst Certification.
  33. **Microsoft Certified: Power Platform Developer Associate (MPP):** Possession of a valid Microsoft Power Platform Developer Associate Certification.
  34. **Microsoft Certified: Power Platform Functional Consultant Associate (PFC):** Possession of a valid Microsoft Power Platform Functional Consultant Associate Certification.
  35. **Microsoft Certified: Power Platform Fundamentals (PPF):** Possession of a valid Microsoft Power Platform Fundamentals Certification.
  36. **Microsoft Power Platform Experience (MPD):** At least two (2) years of satisfactory, full-time experience as a certified Microsoft Power Platform/Microsoft Dynamics developer.
  37. **Microsoft Certified: Power Platform Solution Architect Expert (43V):** Possession of a valid Microsoft Power Platform Solution Architect Expert Certification.
  38. **MongoDB Development Experience (479):** At least two (2) years of satisfactory, full-time professional experience developing in a MongoDB Environment.
  39. **Municipal Government Experience (MGE):** At least two (2) years of satisfactory, full-time professional experience working within a municipal government in a similar position, which provides services for a city with over 1 million in population.
  40. **.Net Web Development Experience (NEF):** At least two (2) years of satisfactory, full-time professional experience developing web applications using .NET and/or .NET core.
  41. **Open Source Development (OSD):** At least two (2) years of satisfactory, full-time professional experience in the analysis, design, implementation, maintenance, customization, and enhancement of systems including, but not limited to, the following Open Source technologies: Node, JS, Ruby, Python, PHP, PostgreSQL, MySQL, Drupal, WordPress, and/or JavaScript Frameworks.

42. **Power BI Development Experience (PBI):** At least two (2) years of satisfactory, full-time professional experience developing reports and dashboards using PowerBI.
43. **Project Management Technologies (870):** At least two (2) years of satisfactory, full-time professional experience in the analysis, design, development, implementation and maintenance of Project Management technologies.
44. **Public Health or Health Services Setting (PIT):** At least two (2) years of satisfactory, full-time satisfactory professional experience operating, monitoring, troubleshooting and/or developing information technology and/or electronic records systems for a laboratory, hospital, community health center, private medical practice, patient care facility, or in a public health, environmental health, or mental hygiene program.
45. **Public Safety Technologies (59B):** At least two (2) years of satisfactory, full-time professional experience in the analysis, design, development, implementation and maintenance of Public Safety technologies.
46. **React JS Development Experience (RJS):** At least two (2) years of satisfactory, full-time professional experience developing responsive web applications using React JS.
47. **Redis Development Experience (RED):** At least two (2) years of satisfactory, full-time professional experience developing in a Redis Environment.
48. **ServiceNow Development Experience (61M):** At least two (2) years of satisfactory, full-time professional experience developing for the ServiceNow platform.
49. **Splunk Development Experience (649):** At least two (2) years of satisfactory, full-time professional experience developing in a Splunk environment.
50. **Wireless Technologies (WSP):** At least two (2) years of satisfactory, full-time professional experience in the analysis, design, development, implementation and maintenance of Wireless technologies.

**The above Selective Certification requirements may be met at anytime during the duration of the list.** If you meet this requirement at some future date, please submit a request by email to: [LMACustomerService@dcas.nyc.gov](mailto:LMACustomerService@dcas.nyc.gov), or by mail to: DCAS Bureau of Examinations - Exam Development Group, 1 Centre Street, 14th Floor, New York, NY 10007. Please include the examination title and number, your full name, OASys Profile ID number, and the selective certification(s) you are requesting in your correspondence.

**Application Receipt:**

You will be emailed a receipt immediately after you have applied for the examination. If you do not receive this receipt, check "Junk", "Trash", or "Spam" folders for the primary email linked to your Online Application System (OASys) account. If you are unable to locate the email, you can view a summary of the notification email to you on your OASys Dashboard, then Notifications. If you are still unable to find the email, please email DCAS via the Contact feature available in OASys with a description of the issue and include the exam number and your profile number located on your Profile page. While on your Profile page, check that the email addresses you provided are correct and/or updated.

**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 (DCAS) apply to this examination and are part of this Notice of Examination. They are posted at [nyc.gov/dcas](http://nyc.gov/dcas) and copies are available at the DCAS Computer-based Testing & Application Centers.

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