FY 2019

NEW YORK CITY GOVERNMENT

WORKFORCE PROFILE REPORT

NYC DCAS
Citywide Administrative Services

Acknowledgments

Staten Island. Wednesday, July 18, 2018.
Credit: Ed Reed/Mayoral Photo Office

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Additional Citywide data points by Title and Job Category are available at
https://dcas.shinyapps.io/FY19wfpr/

Message From The Commissioner

Fellow New Yorkers,

I am pleased to present the Fiscal Year 2019 *New York City Government Workforce Profile Report.* This report provides a snapshot of key demographic information and other characteristics about the city's workforce of over 400,000 employees.

The City of New York has the nation's largest municipal government and it is responsible for everything from ensuring public health and safety, to providing world-class parks and recreation, to educating over 1.1 million public school students. The critical services provided by our city government are thanks to the dedicated public servants from across the five boroughs.

This report looks closely at a number of attributes about the employees who make up the city's workforce. Among other data sets, you will find information about:

- The gender, ethnicity, and age of the city workforce;
- Employee salaries by job type and demographic categories; and
- Employee turnover and projections about future retirement eligibility.

I hope you find this information helpful in learning about the City of New York's workforce and understanding trends over time.

Sincerely,

Lisette Camilo

Commissioner

NYC Department of Citywide Administrative Services

Workforce at a Glance

The Fiscal Year 2019 *New York City Government Workforce Profile Report* presents an annual compilation of data about the City of New York's municipal workforce. The report draws on employee-level personnel data from Fiscal Years 2010 through 2019 (i.e., July 1 – June 30). It provides a broad look at the employees of 72 City agencies, including agencies that report to the Mayor, such as the New York City Housing Authority, the Department of Education, NYC Health + Hospitals, and the School Construction Authority, as well as elective bodies, including the City council, the offices of the public advocate and the public administrators, district attorneys, and the borough presidents of each borough. Also included are several boards and commissions, such as the Civil Service Commission, Equal Employment Practices Commission, and the Board of Correction.

At the close of Fiscal Year 2019, the City of New York employed 400,221 people in diverse professions including teachers, police officers, and firefighters; analysts, engineers, and inspectors; caseworkers and nurses; administrative and clerical support staff; park workers and road repairers; and so much more. In its totality, the City of New York is one of the largest employers in the nation, on par with Home Depot (413,000 employees) and Berkshire Hathaway (389,000 employees), companies ranking 5th and 6th, respectively, in total number of employees on the Fortune 500 List.

Summary Indicators, Fiscal Year 2019	
Total Workforce	400,221
Full-Time (FT) / Part-Time (PT)	349,518 / 50,703
Median Age	43
Median Years of Service	11
% Female / Male	59% / 41%
% Non-White / White	62% / 38%
Median Annual Base Salary (FT)	$74,703
% Hires	8%
% Separations	8%
% Eligible to Retire in Fiscal Year 2019	16%
% Eligible to Retire in 5 Fiscal Years	27%

Workforce at a Glance

Employee Headcount

The employee headcount includes all City employees, whether on active pay status or some form of paid or unpaid leave. Part-time employees are not converted to full-time (FT) equivalencies and are therefore counted the same as their FT counterparts. Refer to Appendix I for a further explanation of the employees included in the report and Appendix II for a list of agencies in this report

Total Headcount: Full-Time and Part-Time Employees by Fiscal Year

Fiscal Year	Part-Time	Full-Time
2010	41,160	323,764
2011	39,611	317,193
2012	43,223	315,721
2013	44,271	317,162
2014	49,913	317,680
2015	50,272	325,587
2016	50,054	333,645
2017	48,944	344,075
2018	50,590	346,251
2019	50,703	349,518

Full-Time ■   Part-Time ■
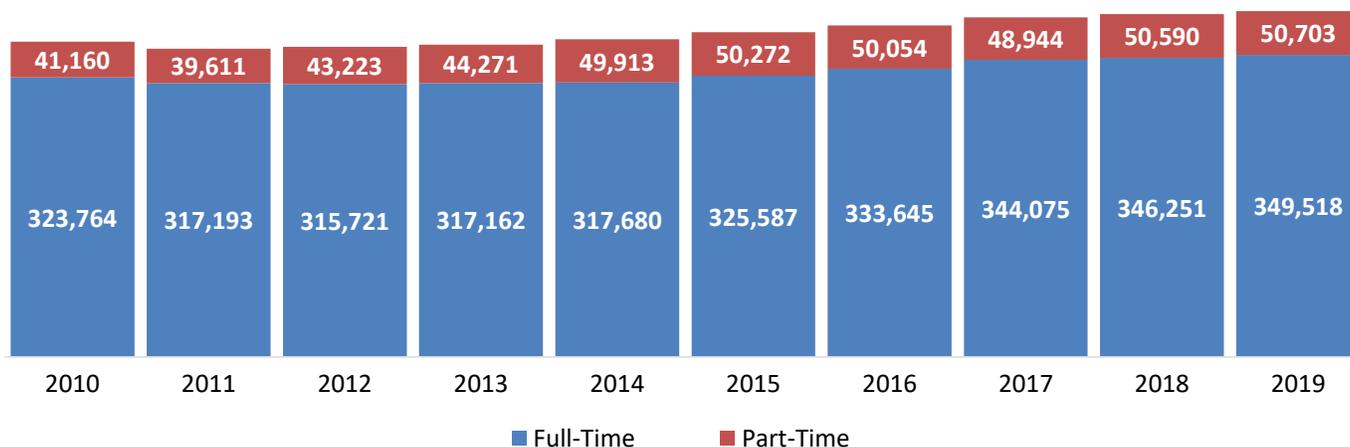
Gender and Race/Ethnicity

The City's government workforce is among the most diverse in the nation. People of color comprise 62% of the workforce and women comprise 59%.

More information on the City's workforce demographic composition is available in Section I: Citywide Workforce, Gender and Race/Ethnicity" on this report.

Certain job categories tend to be less evenly balanced by gender composition than others. For example, firefighters, sanitation workers, police officers, and craft workers have noticeably higher percentages of male versus female employees.

More information on the composition of job categories is available in the "Job Category Stats" section at https://dcas.shinyapps.io/FY19wfpr/.

Employees by Race/Ethnicity and Gender
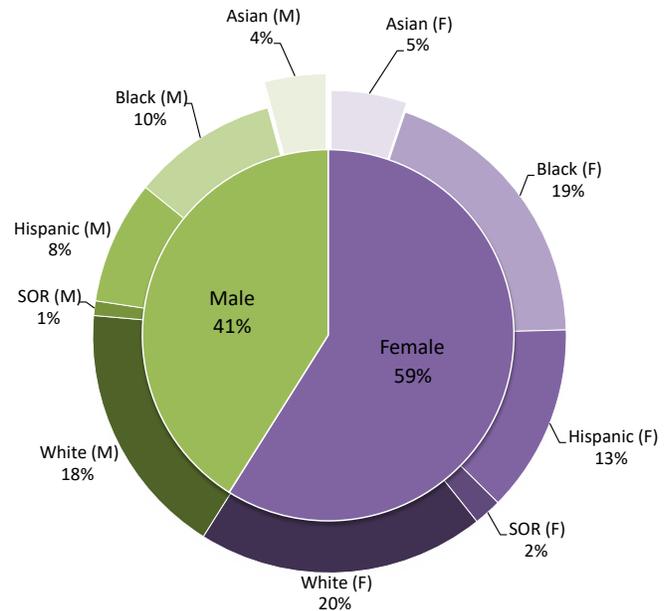
Notes:

- *SOR indicates employees in Some Other Race including American Indian/Alaskan Native, two or more races, and unspecified race.*

- *Employees of other genders, including non-binary, and employees who do not disclose their gender, make up <1% of the employee population and thus, are not reflected in the chart.*

Employee Salaries

Distribution of Full-Time Employee Annual Base Salary

9.3%	16.4%	10.4%	10.4%	10.1%	14.2%	11.0%	7.3%	3.0%	7.8%
<$40k	$40k to 50k	$50k to 60k	$60k to 70k	$70k to 80k	$80k to 90k	$90k to 100k	$100k to 110k	$110k to 120k	$120k+

FT Annual Salary Range

95th Percentile $125,531

Median $74,703

5th Percentile $36,514
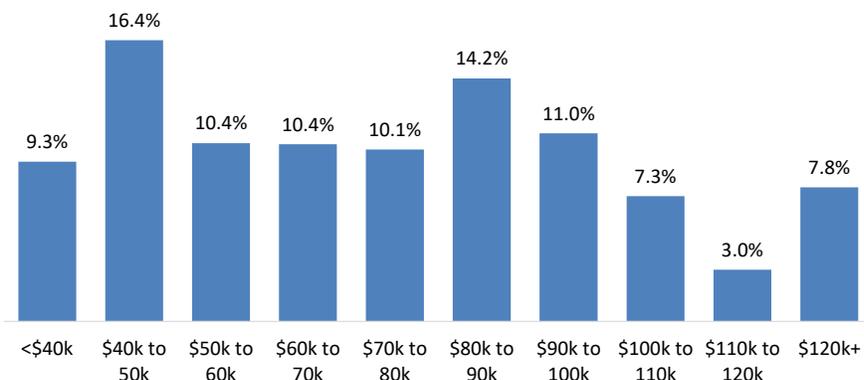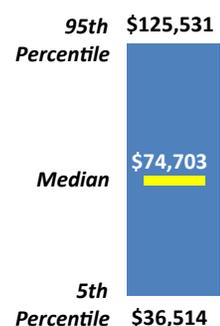
Salary is defined as a full-time employee's annual base rate of pay, which does not include earned overtime, shift differentials, or additions to gross earnings such as longevity increases. A more thorough discussion of employee salary is available in "Section I: Citywide Workforce, Salary" on this report. A detailed definition of employee salary can be found in Appendix I on this report.

Workforce at a Glance

Age and Years of Service

Distribution of Employees by Age

Age	%
<20	0.2%
20 to 24	3.2%
25 to 29	10.8%
30 to 34	13.5%
35 to 39	13.8%
40 to 44	12.8%
45 to 49	11.9%
50 to 54	11.3%
55 to 59	10.5%
60 to 64	7.5%
65+	4.7%
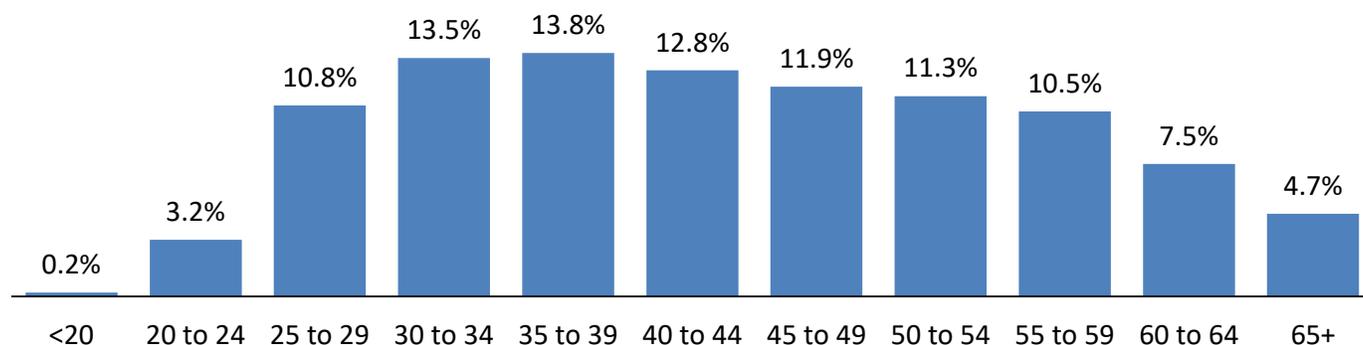
City employees are normally distributed around the median age of 43.

Distribution of Employees by Years of Service

Years of Service	%
0 to 4	30.9%
5 to 9	16.2%
10 to 14	17.9%
15 to 19	14.1%
20 to 24	8.6%
25 to 29	5.9%
30 to 34	4.3%
35 to 39	1.3%
40+	0.7%
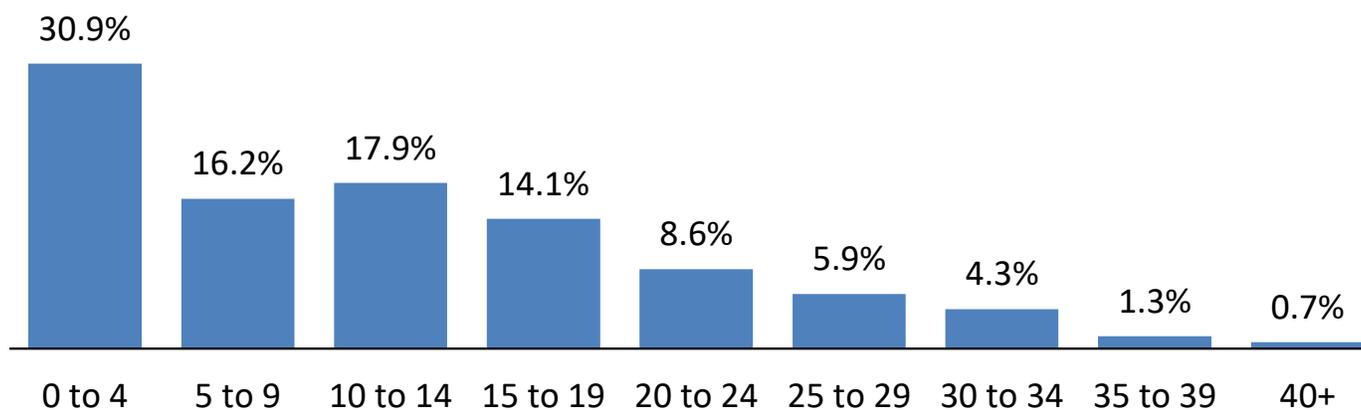
Employee age and years of service are discussed in greater detail in "Section 1: Citywide Workforce, Salary" on this report.

Pension Enrollment and Retirement Readiness

Retirement eligibility is determined by a combination of the age and service requirements of an employee's pension plan, pension tier, date of birth, and City government start date (see Appendix I for more information). Citywide retirement eligibility is discussed in greater detail in "Section 1: Citywide Workforce, Retirement and Eligibility" on this report and in the "Agency Stats" section at https://dcas.shinyapps.io/fy19wfpr/

Pension Enrollment

- Enrolled
- Not Enrolled

88%

12%

Eligible to Retire in Fiscal Year 2019*

- Eligible to Retire
- Not Eligible to Retire

82%

18%
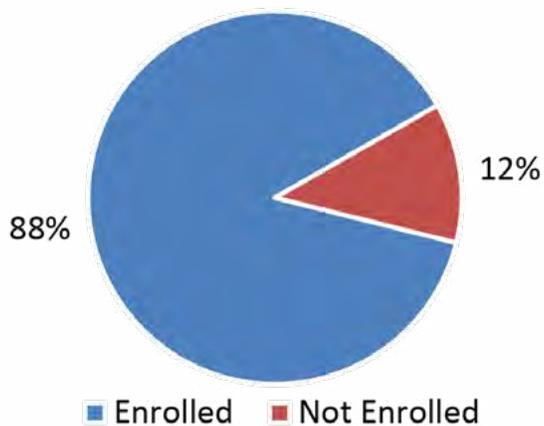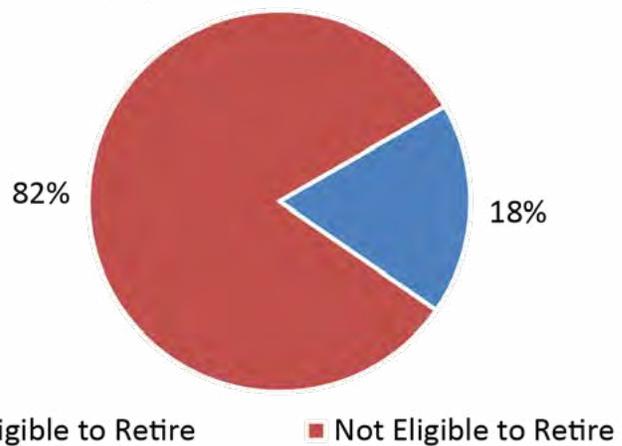
Chart reflects percent of Pension Enrolled employees

NYC Government Employees by Home Zip Code

NYC Government Employees by Home Zip Code (Five Boroughs)

Number of Employees

- 1 – 100
- 101 – 250
- 251 – 500
- 501 – 1000
- 1001 – 2000
- 2001 – 4000
- 4000+
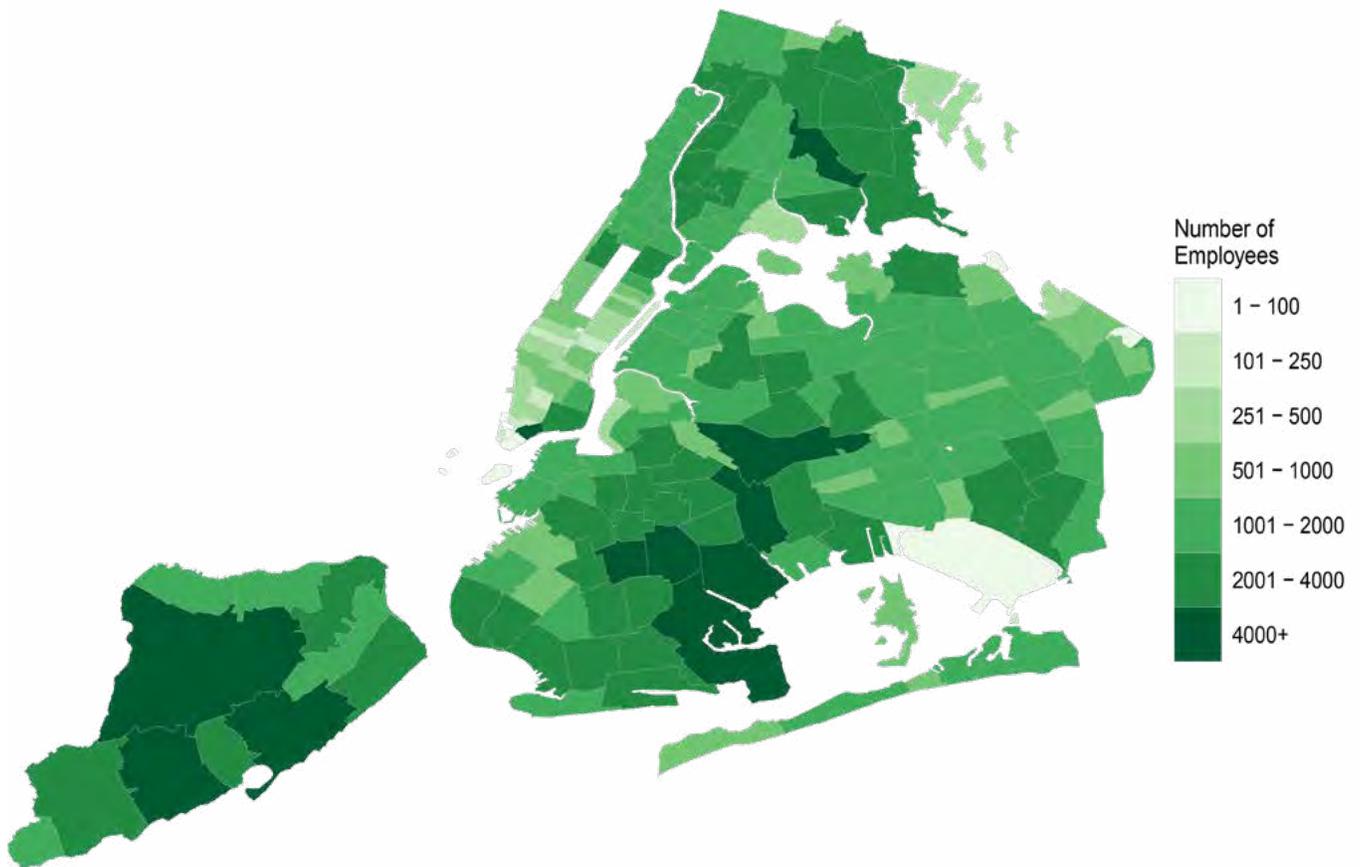
NYC Government Employees by Home Zip Code (NYC and Region)
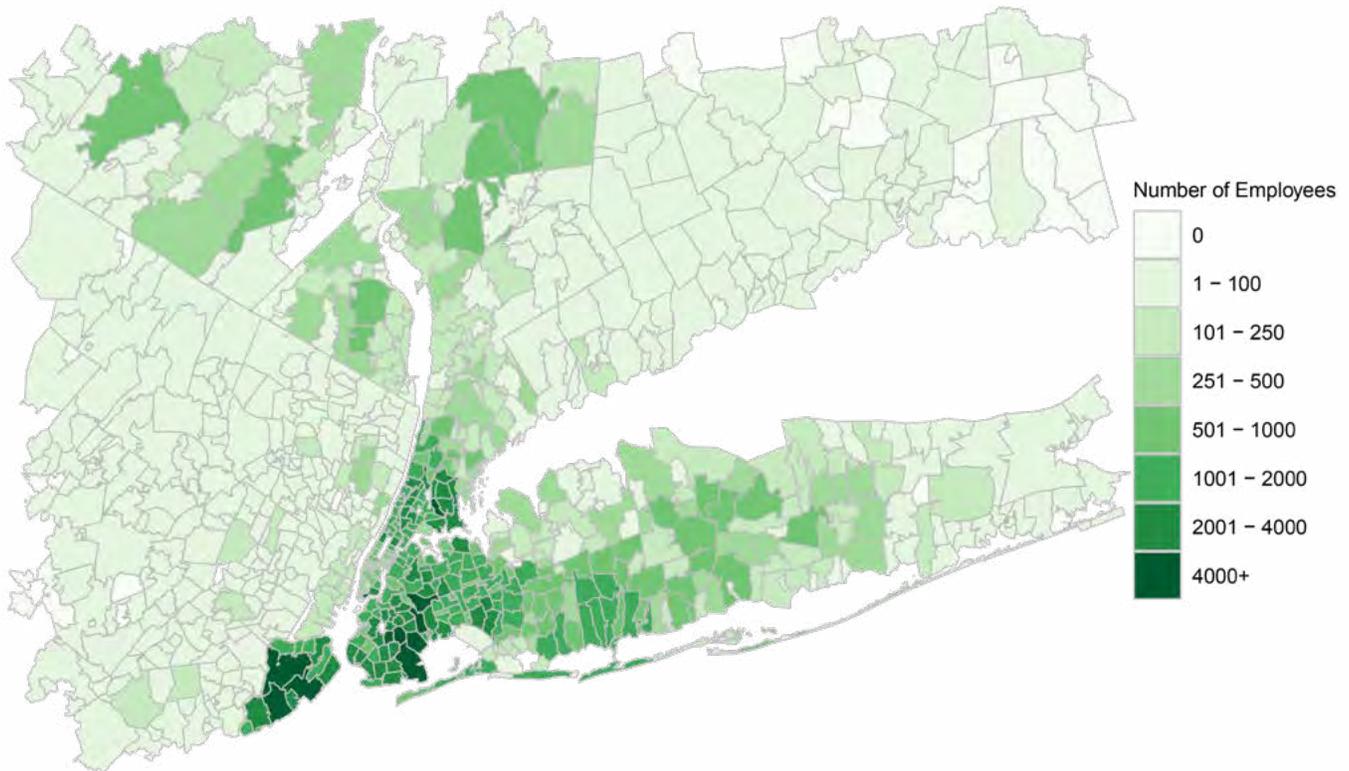
While most New York City government employees live within the five boroughs, many employees commute from the surrounding area. The City's residency law requires employees to establish City residence within 90 days of entering City service. After two years, employees are deemed in compliance with the law and may be permitted to move to the surrounding areas of NYC which include: Nassau, Westchester, Suffolk, Orange, Rockland, or Putnam County. More information on the City's residency requirements available in Appendix I on this report.

Section I
Citywide Workforce

Civil Service and Jurisdictional Classification

The civil service system is administered according to the personnel rules and regulations of the City of New York (https://www1.nyc.gov/site/dcas/reports/personnel-rules-regulations.page). It is designed to ensure that, wherever practicable, civil service jobs are awarded based on merit and fitness as determined by competitive examinations.

All City government employees are appointed to one of several thousand civil service titles, which are grouped into four different jurisdictional classes: competitive, non-competitive, labor, and exempt. Some civil service titles, such as teachers, are part of the unclassified service. Full definitions of the jurisdictional classes are available in Appendix I on this report.

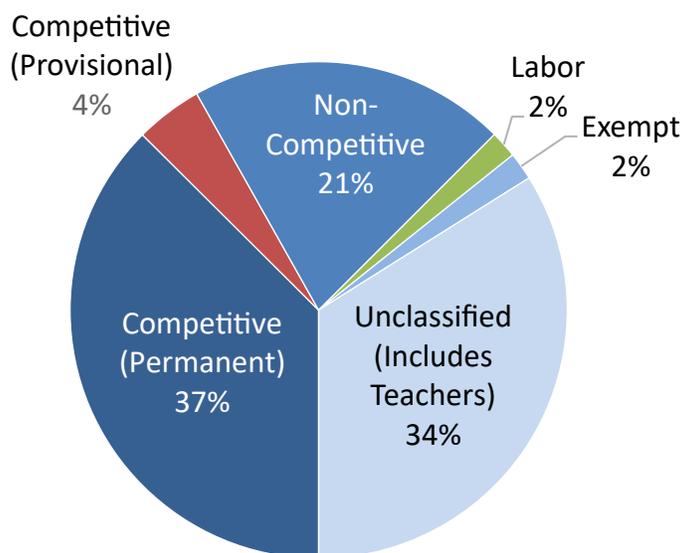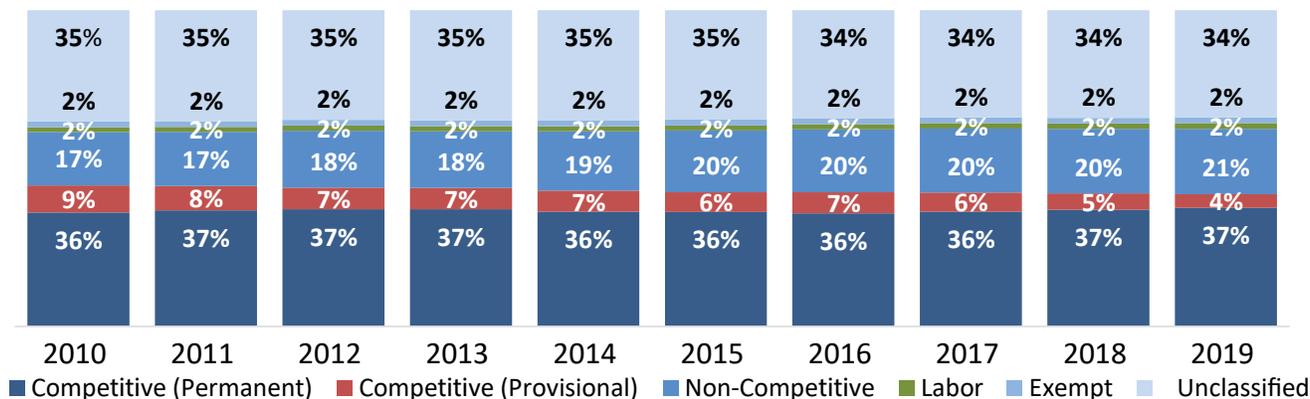### Fig 1: Fiscal Year 2019, Employees by Jurisdiction and Civil Service

Fig 2: Fiscal Years 2010-2019, Trends in Jurisdiction and Civil Service

Employee Type

The City's government workforce can be divided into various categories, reflecting responsibilities, standard work hours, managerial status, and other factors. Below are some of the broadest categories.

Full-Time and Part-Time

Full-time (FT) employees include those who work a standard work week in a FT title with a regular annual work schedule. Generally, FT employees work 35-40 hours per week, 261 days per year.

Part-time employees are those who work fewer than 35 hours per week or are in titles having no standard hours per week or days per year or are seasonal employees such as lifeguards and many parks maintenance workers.

Managerial Service

Managers are those employees who formulate policy, assist directly in collective bargaining negotiations, or have a major role in the administration of collective bargaining agreements or in personnel administration.

Union Representation

Most of the municipal workforce is represented by a labor union and covered by collective bargaining.

A subset of employees, 5% of the total workforce, are either managers or serving in titles that are neither managerial nor represented by a union.

Uniformed Services

Uniform service employees are those whose duties involve risking their lives to protect the public from hazardous situations and primarily reside at the police, fire, correction, and sanitation services agencies. It excludes civilian positions at these agencies.

Fig 3: Fiscal Year 2019, Full-Time vs Part-Time Status

FT 87%
PT 13%
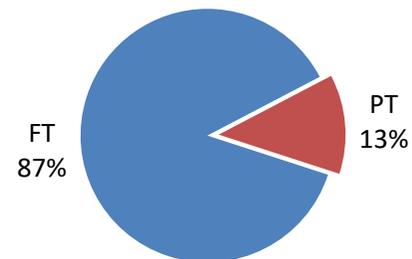
Fig 4: Fiscal Year 2019, Managers vs Non-Managers

Non-Manager 97%
Manager 3%
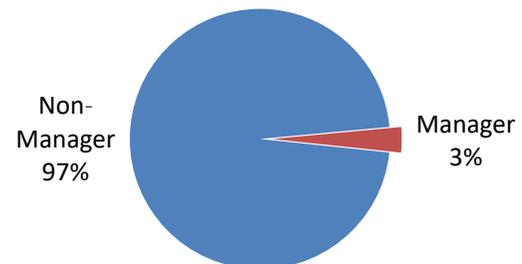
Fig 5: Fiscal Year 2019, Union vs Non-Union

Union 95%
Non-Union 5%
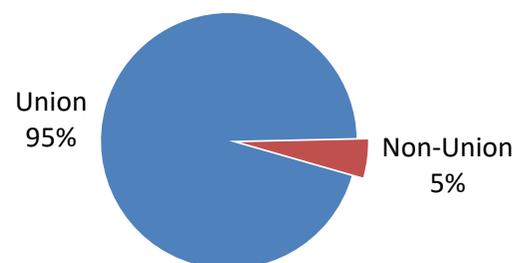
Fig 6: Fiscal Year 2019, Uniform vs Non-Uniform

Non-Uniform 83%
Uniform 17%
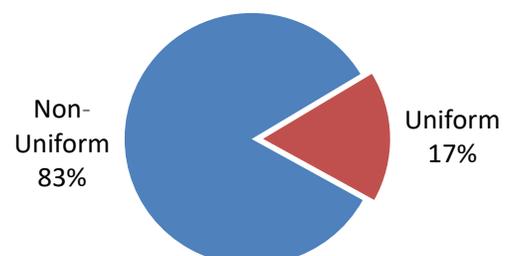
Gender and Race/Ethnicity

NYC Government Workforce vs. NYC Total Employed Population

Fig 7: Fiscal Year 2019, NYC Government Workforce by Gender and Race/Ethnicity
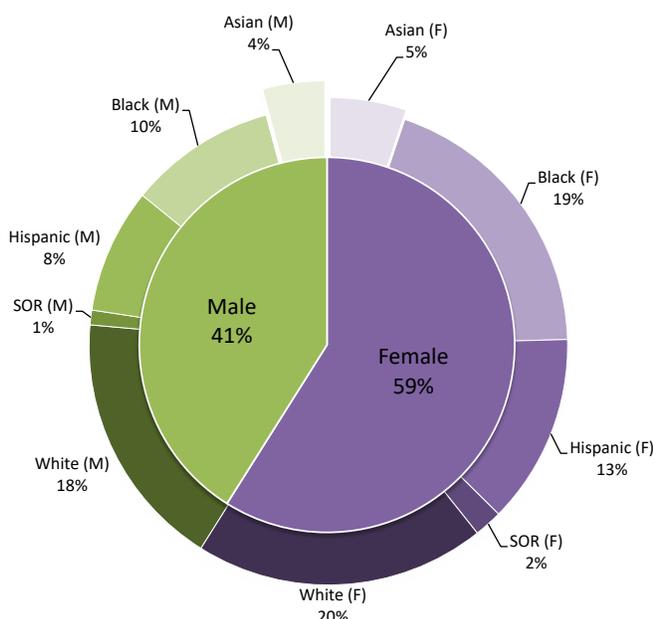
Notes:

- *SOR indicates Some Other Race, including American Indian/ Alaskan Native, two or more races, and unspecified race.*

- *Employees of other genders, including non-binary, and employees who do not disclose their gender, make up <1% of the employee population and thus, are not reflected in the chart.*

Compared to the total NYC employed population (see inset, right), the City's workforce has a slightly higher percentage of White employees (38% of employees vs. 35% of employed population) and varies amongst minority populations; Black (29% of employees vs. 20% of employed population), Hispanic (21% of employees vs 26% of employed population), and Asian (9% of employees vs. 15% of employed population).

The City's workforce has a much higher percentage of Females (59% of employees vs 50% of employed population) than the NYC employed population.

Fig 8: Calendar Year 2018, NYC Total Employed Population by Gender and Race/Ethnicity

Source: United States Census Bureau: Calendar Year (CY) 2018 American Community Survey (ACS) Public Use Microdata Sample (PUMS).

Fig 9: Demographic Profiles of Other U.S. Government Jurisdictions

Jurisdiction Type	Jurisdiction	Year	Total Headcount	Gender			Race/Ethnicity				
				Female	Male	Other	White	Black	Hispanic	Asian	SOR
Municipal	New York	2019	400,221	59%	41%	<1%	38%	29%	21%	9%	3%
County	Los Angeles[1]	2019	94,733	60%	40%	< 1%	21%	19%	40%	20%	0%
State	Florida[2]	2019	87,647	57%	43%	N/A	57%	29%	11%	N/A	3%
State	Georgia[3]	2019	66,537	66%	34%	N/A	45%	50%	N/A	N/A	5%
State	New Jersey[4]	2018	67,582	55%	45%	N/A	54%	29%	11%	5%	1%
Municipal	San Francisco[5]	2019	27,933	46%	54%	N/A	32%	12%	16%	40%	1%
Municipal	Philadelphia[6]	2018	24,717	35%	65%	N/A	40%	49%	7%	3%	1%
Municipal	Seattle[7]	2018	13,512	39%	61%	N/A	60%	13%	5%	16%	7%

Notes:

- *Data above reflects what is currently available.*
- *SOR indicates Some Other Race, including American Indian/ Alaskan Native, two or more races, and unspecified race.*
- *Employees of other genders, including non-binary, and employees who do not disclose their gender, make up <1% of the employee population and thus, not reflected in the chart.*
- *Below is the source of the data.*
    1. *https://data.lacounty.gov/Human-Resources/County-of-Los-Angeles-Employee-Statistics/sjq9-bcke/data*
    2. *https://www.dms.myflorida.com/content/download/149462/996706/file/FY%202018-19%20Annual%20Workforce%20Report%20(FINAL).pdf*
    3. *http://doas.ga.gov/assets/Human%20Resources%20Administration/Workforce%20Reports/FY-2019-Report.pdf*
    4. *https://www.nj.gov/csc/about/publications/workforce/pdf/2018%20Workforce%20Profile%20final%20copy.pdf*
    5. *https://sfdhr.org/sites/default/files/documents/EEO/Workforce-Utilization-Report-2019.pdf*
    6. *https://www.phila.gov/media/20190111113851/2018DiversityReport119.pdf*
    7. *https://www.seattle.gov/personnel/resources/pubs/2019_WFE_Update_Report_v5_Final.pdf*

Gender and Race/Ethnicity Trends for City Government

Fig 10: Fiscal Years 2010- 2019, Gender and Race/Ethnicity
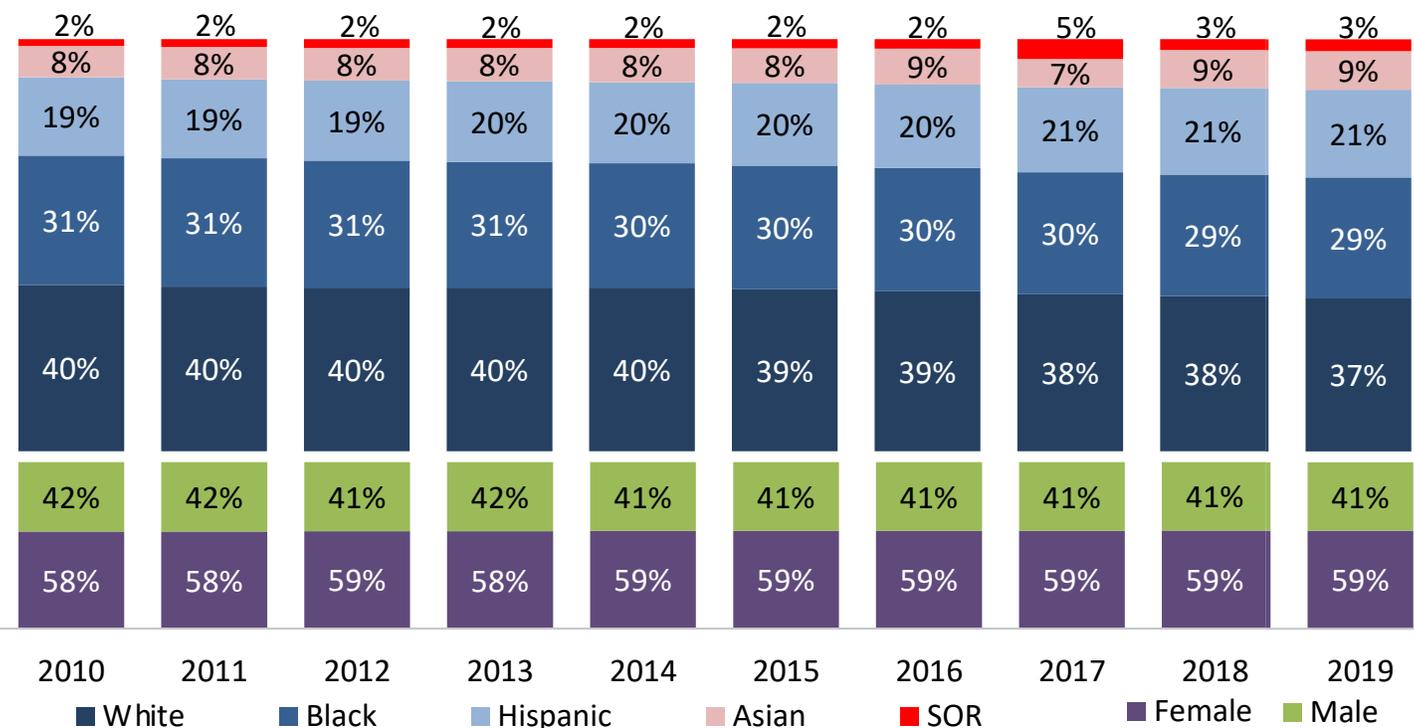
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
SOR	2%	2%	2%	2%	2%	2%	2%	5%	3%	3%
Asian	8%	8%	8%	8%	8%	8%	9%	7%	9%	9%
Hispanic	19%	19%	19%	20%	20%	20%	20%	21%	21%	21%
Black	31%	31%	31%	31%	30%	30%	30%	30%	29%	29%
White	40%	40%	40%	40%	40%	39%	39%	38%	38%	37%
Male	42%	42%	41%	42%	41%	41%	41%	41%	41%	41%
Female	58%	58%	59%	58%	59%	59%	59%	59%	59%	59%

Legend: White, Black, Hispanic, Asian, SOR, Female, Male

Notes:

- *SOR indicates Some Other Race, including American Indian/ Alaskan Native, two or more races, and unspecified race.*

- *Employees of other genders, including non-binary, and employees who do not disclose their gender, make up <1% of the employee population and thus, not reflected in the chart.*

Salary

This section examines the annual base salary of full-time employees. Annual base salary does not include such items as longevity increases, pay differentials or overtime, nor does it include pension or other fringe benefits. The salary range for most City positions is set by collective bargaining agreement. The salaries for managerial positions and other positions not covered by collective bargaining agreements are set by the Mayor. There are a handful of positions, including the Mayor, City council members, and other elected positions, where salary is set by law.

Salary Distribution

Fig 11: Fiscal Year 2019, Distribution of NYC Government Full-Time Annual Base Salary
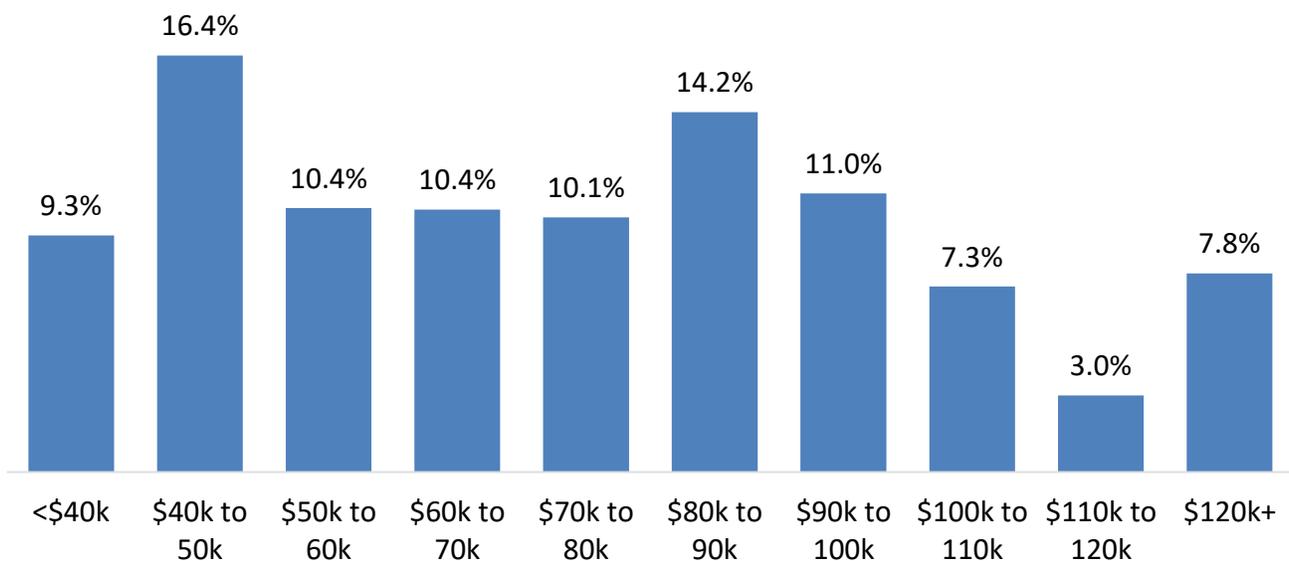
Fig 12: Calendar Year 2018, Distribution of Full-Time Salary for NYC Total Employed Population (Estimates)
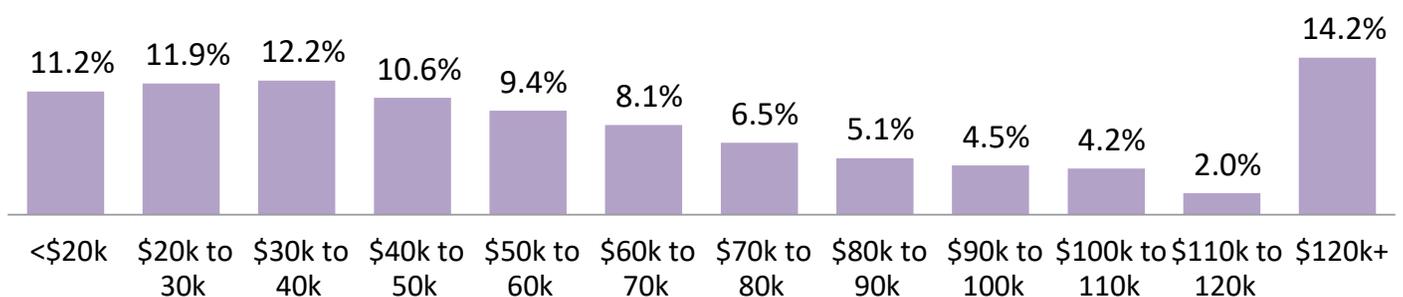
Source: United States Census Bureau Calendar Year (CY) 2018 American Community Survey (ACS) Integrated Public Use Microdata Series (IPUMS) 1-year estimates.

Employee Salary Trends

Except where noted, the historical salaries are inflation-adjusted to June 2019 U.S. dollars

Fig 13: Fiscal Years 2010 - 2019, Inflation Adjusted Full-Time Annual Salary Range

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
95th Percentile	$119,749	$116,396	$115,359	$113,336	$113,052	$115,741	$118,858	$121,845	$122,459	$125,531
Median	$73,244	$72,355	$72,620	$71,948	$70,735	$71,826	$72,139	$73,091	$73,253	$74,703
5th Percentile	$36,876	$35,708	$35,508	$34,652	$34,209	$35,066	$35,250	$35,660	$35,850	$36,514

■ 5th to 95th Percentiles (Inflation-adjusted to 2019 USD)   ▬ Median (Inflation-adjusted to 2019 USD)

Fig 14: Fiscal Years 2010 - 2019, Inflation Adjusted and Nominal Median Annual Salary

── Median (Inflation-adjusted to 2019 USD)   ── Nominal Median
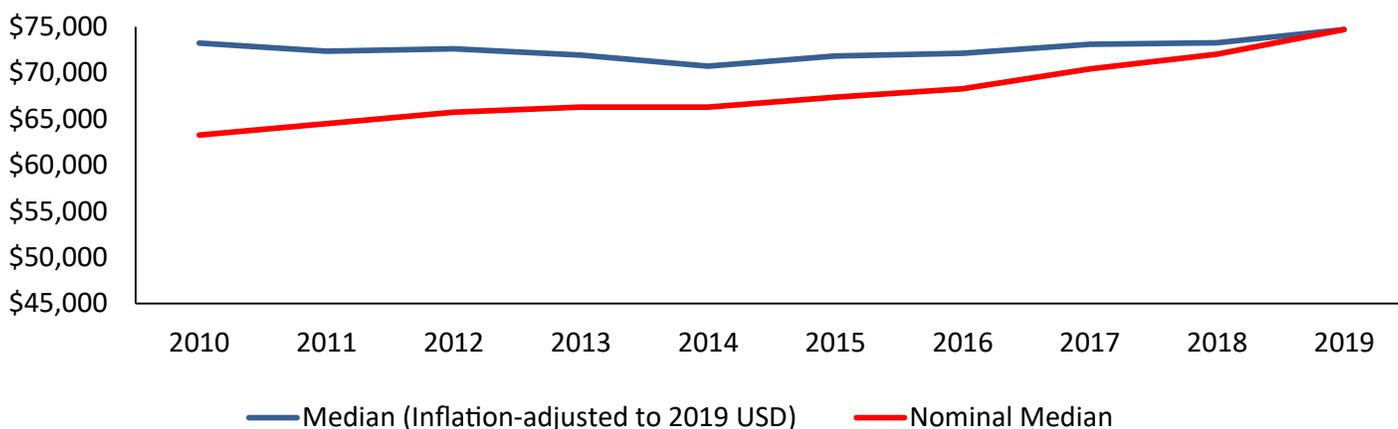
Notes:

- *Median annual salary is inflation-adjusted to 2019 USD.*
- *Nominal median annual salary is not adjusted for inflation.*

Age and Years of Service

Employee Age

Age is calculated based on the elapsed time between an employee's date of birth and June 30th of the Fiscal Year of the report.

Fig 15: Age Distribution of City Government Workforce vs. NYC Total Employed Population
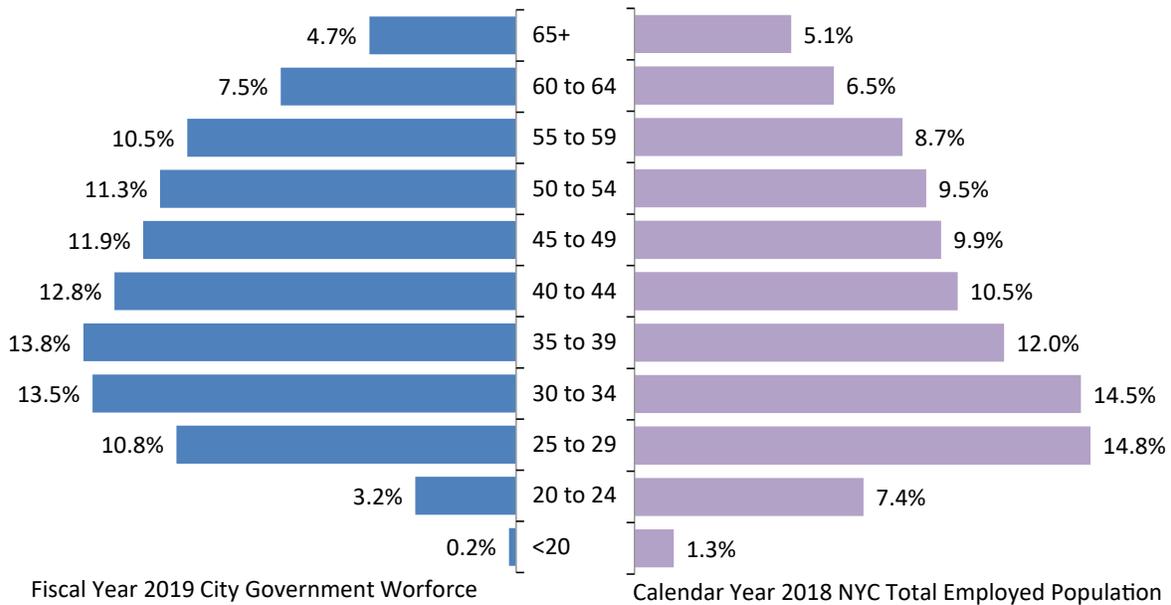
	Fiscal Year 2019 City Government Worforce	Age	Calendar Year 2018 NYC Total Employed Population
65+	4.7%	65+	5.1%
60 to 64	7.5%	60 to 64	6.5%
55 to 59	10.5%	55 to 59	8.7%
50 to 54	11.3%	50 to 54	9.5%
45 to 49	11.9%	45 to 49	9.9%
40 to 44	12.8%	40 to 44	10.5%
35 to 39	13.8%	35 to 39	12.0%
30 to 34	13.5%	30 to 34	14.5%
25 to 29	10.8%	25 to 29	14.8%
20 to 24	3.2%	20 to 24	7.4%
<20	0.2%	<20	1.3%

Source: United States Census Bureau: Calendar Year (CY) 2018 American Community Survey (ACS) Public Use Microdata Sample (PUMS)

Age Trends

Fig 16: Fiscal Years 2010-2019, Median and Mean Age of City Government Employees

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Mean	44	44	44	44	44	44	44	44	44	44
Median	44	44	44	44	44	44	44	44	43	43

— Mean   — Median
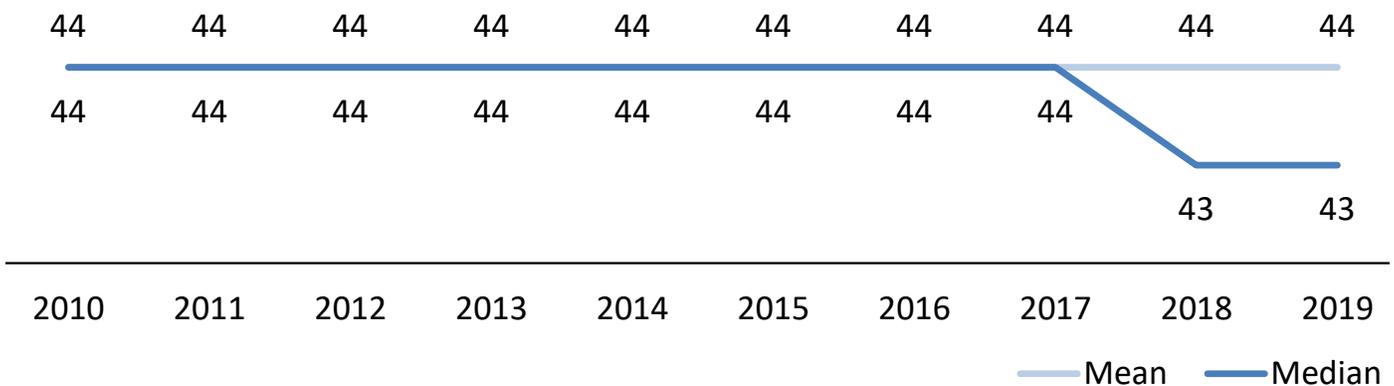
Years of Service

Years of service is based on the elapsed time between a City employee's start date with the City of New York and June 30th of the Fiscal Year of the report.

Fig 17: Fiscal Year 2019, Distribution of Employees by Years of Service

0 to 4	5 to 9	10 to 14	15 to 19	20 to 24	25 to 29	30 to 34	35 to 39	40+
30.9%	16.2%	17.9%	14.1%	8.6%	5.9%	4.3%	1.3%	0.7%
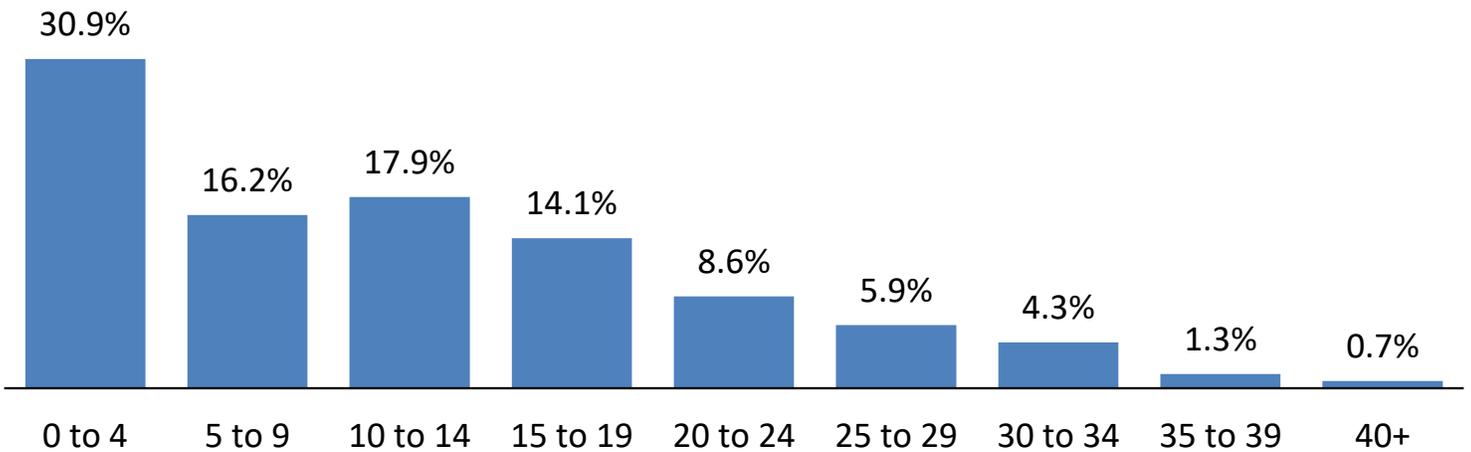
Employee Years of Service Trends

Fig 18: Fiscal Years 2010-2019, Mean and Median Years of Service

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Mean	12	12	12	12	12	12	12	12	12	12
Median	10	10	10	11	10	10	10	10	10	11
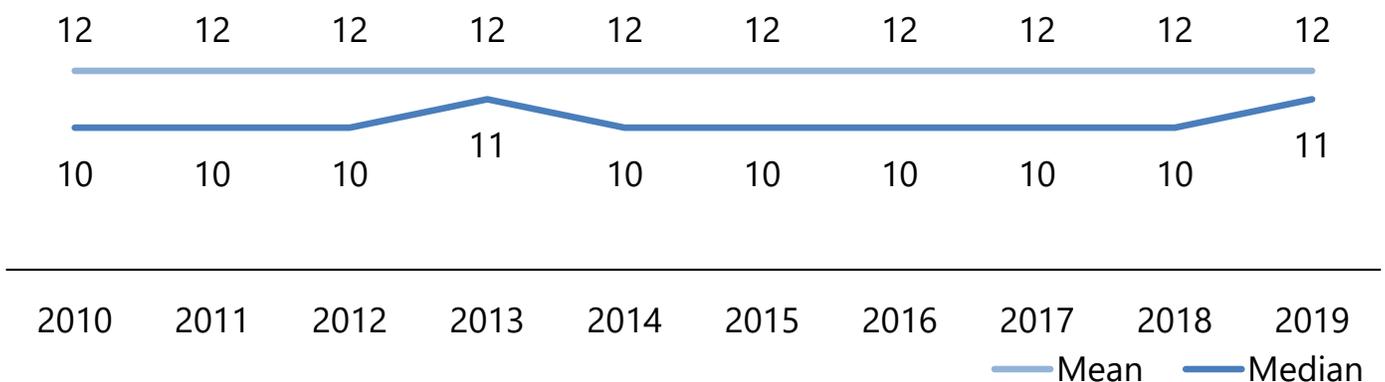
Section I
Citywide Workforce

Retirement Eligibility

Defined benefit retirement plans are available to City employees and represent just one of the many significant benefits of a career in City government.

Understanding pension enrollment trends, retirement readiness, and being able to use recent and historical data about retirees to predict when employees might retire are key to long-term strategic workforce planning.

Retirement readiness was determined by looking at employees who are enrolled in a pension plan and calculating the year in which they will meet the minimum age and service requirements for their pension tier and plan. A description of the calculations can be found in Appendix I.

Fig 19: Fiscal Year 2019, Pension Enrollment and Retirement Eligibility

- Eligible (2019) 16%
- Eligible (2020 - 2024) 11%
- Not Enrolled in Pension 12%
- Not Eligible (2019 - 2024) 61%
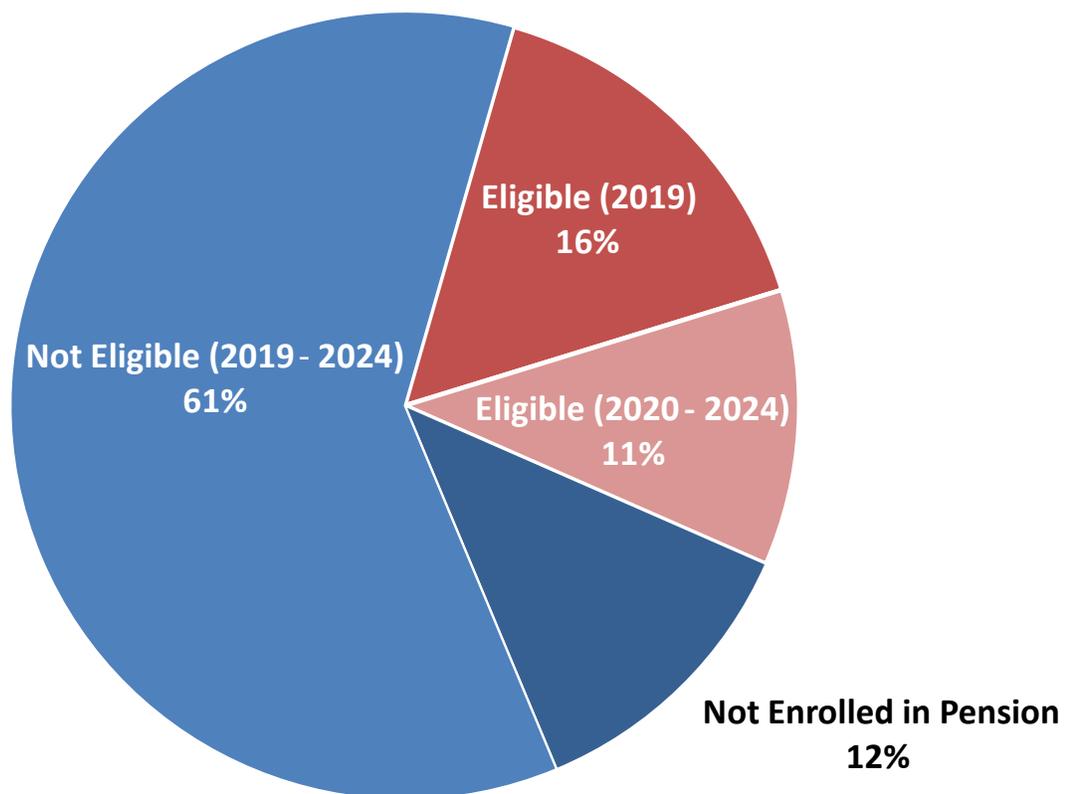
Trends in Retirement Eligibility

A look at the percent of pension enrolled employees and their pension eligibility over the last decade shows a gradually increasing trend in the percent who are eligible to retire in the current year. The ten-year trend among those eligible to retire within the next five fiscal years peaked in Fiscal Year 2013.

Fig 20: Fiscal Years 2010-2019, Retirement Eligibility of All Employees

2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
30.0%	30.6%	30.8%	30.8%	30.0%	29.8%	28.8%	28.7%	26.9%	27.1%
14.6%	15.8%	16.3%	16.6%	17.0%	17.2%	16.7%	16.6%	15.6%	15.8%

— Eligible in Current Fiscal Year   — Eligible within 5 Years
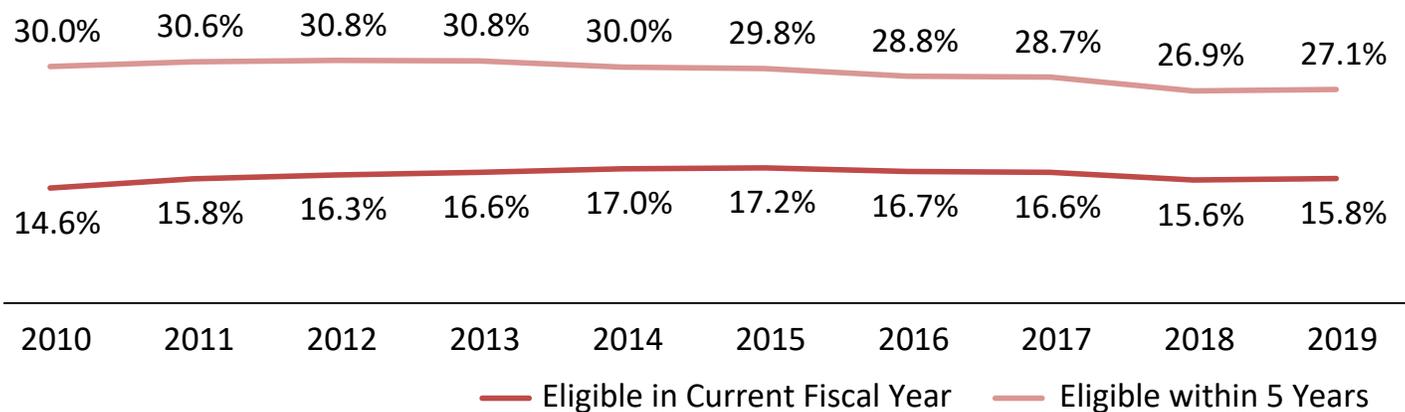
Section II
Employee Turnover

Hiring

Hires include new hires and re-hires.

New Hires are employees who were on-boarded during the Fiscal Year and had no prior service in the agencies or titles covered in this report.

Re-hires are employees who were on-boarded during the Fiscal Year and, by looking at City government start date and agency start date, were found to have prior City service in the agencies and titles.

Fig 21: Fiscal Year 2019, Hiring by Type

New Hires 85%

Re-hires 15%
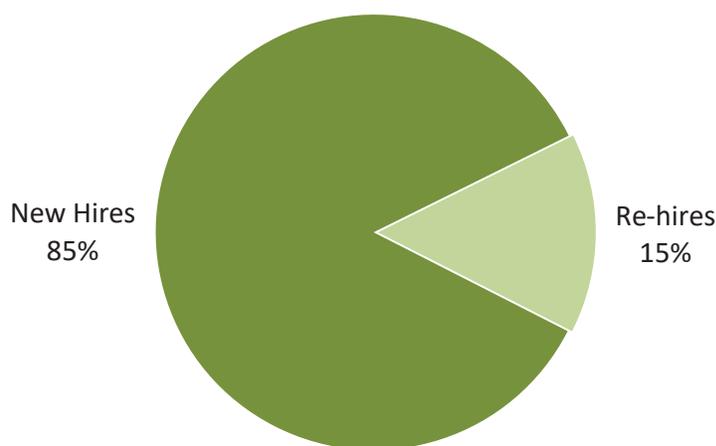
Age Distribution of Hires

Fig 22: Fiscal Year 2019, Age Distribution of Hires by Type

Age	New Hires	Re-hires
65+	0.6%	3.9%
60 to 64	1.5%	2.8%
55 to 59	3.2%	5.3%
50 to 54	4.8%	6.5%
45 to 49	5.9%	8.9%
40 to 44	8.1%	10.5%
35 to 39	11.0%	13.5%
30 to 34	17.5%	18.4%
25 to 29	27.9%	18.8%
20 to 24	18.2%	9.5%
<20	1.4%	1.8%

Hiring Trends

Fig 23:Fiscal Years 2010-2019, Number of Hires by Type

■ New Hires   ■ Re-hires

Fig 24: Fiscal Years 2010-2019, Median Age of Hires by Type
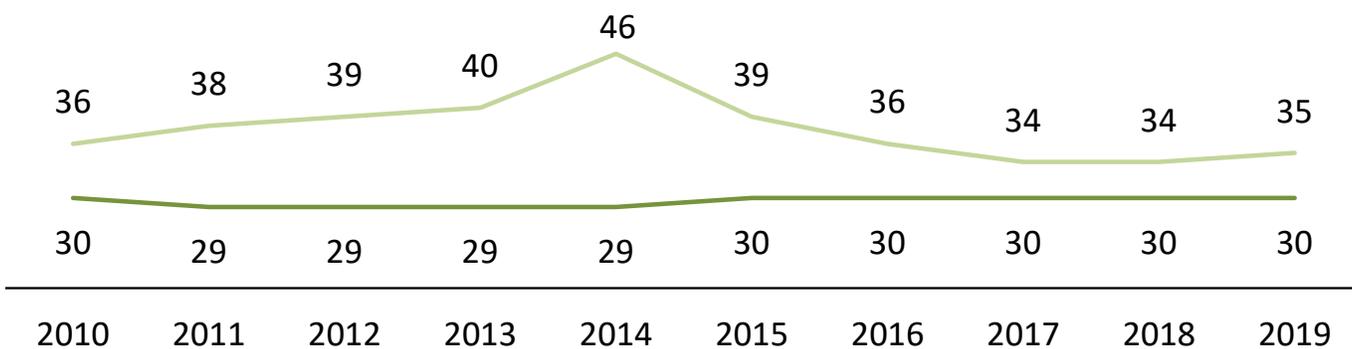
Fig 25: Fiscal Years 2010-2019, All Hires as a Percent of Total Headcount
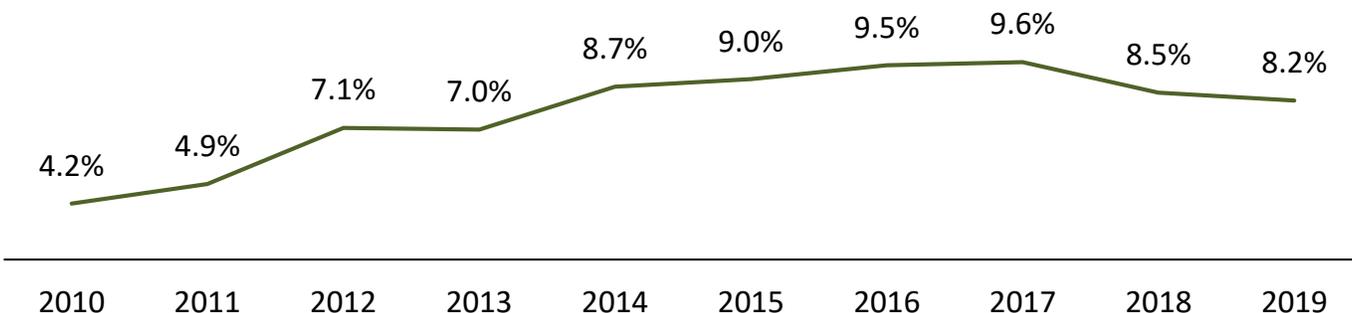
Fig 26: Fiscal Years 2010-2019, New Hires by Gender and Race/Ethnicity

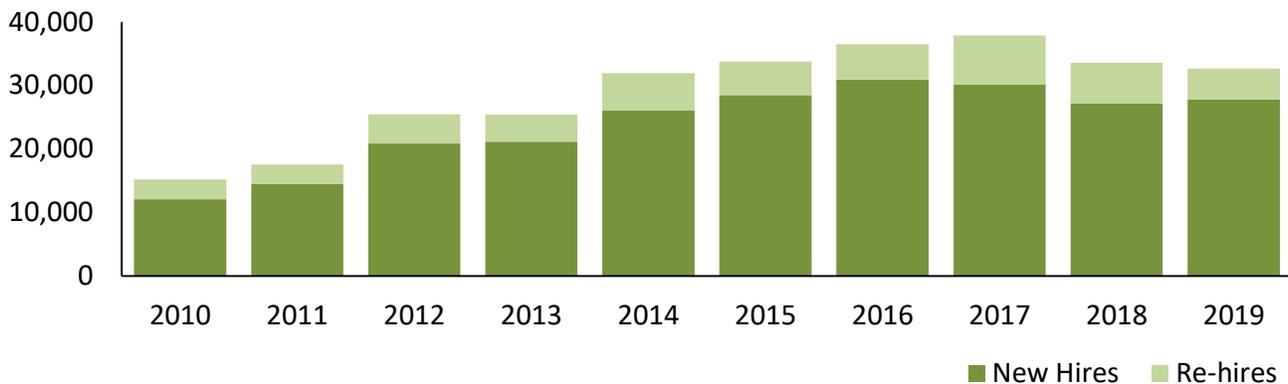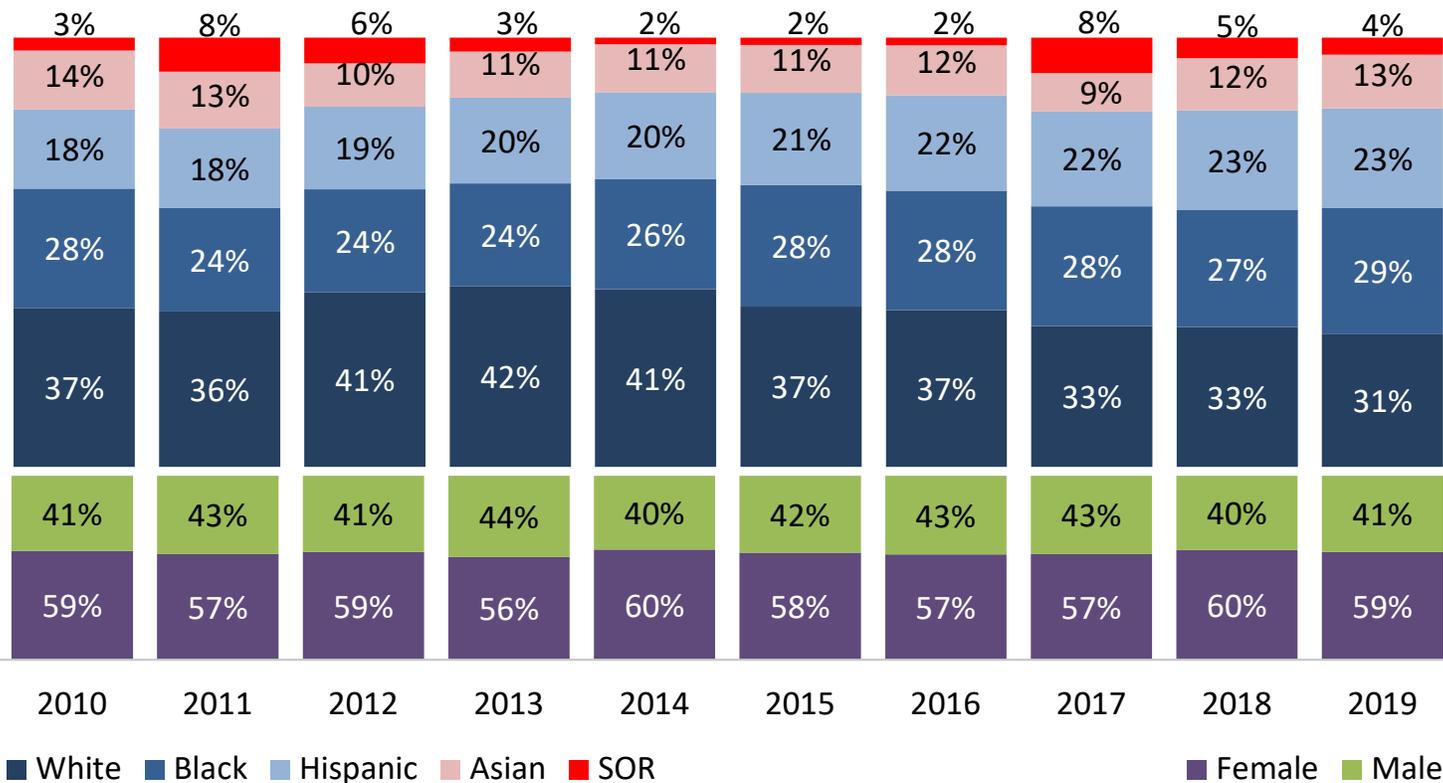| Year	SOR	Asian	Hispanic	Black	White	Male	Female
2010	3%	14%	18%	28%	37%	41%	59%
2011	8%	13%	18%	24%	36%	43%	57%
2012	6%	10%	19%	24%	41%	41%	59%
2013	3%	11%	20%	24%	42%	44%	56%
2014	2%	11%	20%	26%	41%	40%	60%
2015	2%	11%	21%	28%	37%	42%	58%
2016	2%	12%	22%	28%	37%	43%	57%
2017	8%	9%	22%	28%	33%	43%	57%
2018	5%	12%	23%	27%	33%	40%	60%
2019	4%	13%	23%	29%	31%	41%	59%

Legend: ■ White ■ Black ■ Hispanic ■ Asian ■ SOR   ■ Female ■ Male

Notes:

- *SOR indicates Some Other Race, including American Indian/Alaskan Native, two or more races, and unspecified race.*

- *Other gender is <1% and includes non-binary (not female/woman or male/man), other gender, and unspecified, and thus, not reflected in the chart above.*

Section II
Employee Turnover

Separations

Separations for each year were determined by evaluating each active employee at the close of the prior Fiscal Year who was not active at the close of the current Fiscal Year.

Separation Reasons

Separations are grouped under six different reasons.

Retirement: Voluntary separation of an employee from City service after applying to receive benefits under their pension plan.

Resignation: Voluntary separation of an employee for reasons other than retirement.

Dismissal: Involuntary separation of an employee not due to budgetary constraints or mandatory headcount reductions. This category includes reasons such as not passing probation, poor performance, or not maintaining the required licenses or certifications for a position.

Layoff: Involuntary separation of an employee due to budgetary constraints or mandatory headcount reductions.

Deceased: Employees who died during the Fiscal Year.

Other: Separated employees for reasons including suspension of seasonal work, or those whose reason for leaving is not covered by the categories above, or data regarding their separation reason was not available.

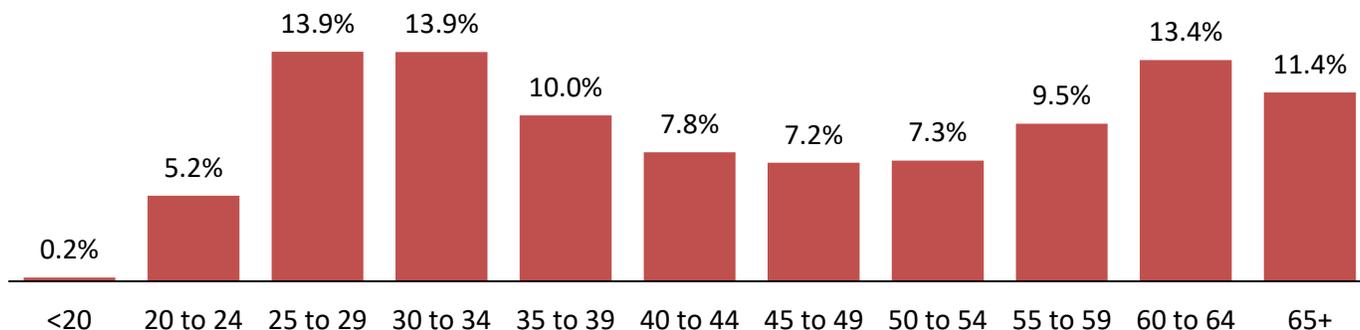**Fig 27: Fiscal Year 2019, Separations by Type**

Employee Separation Trends
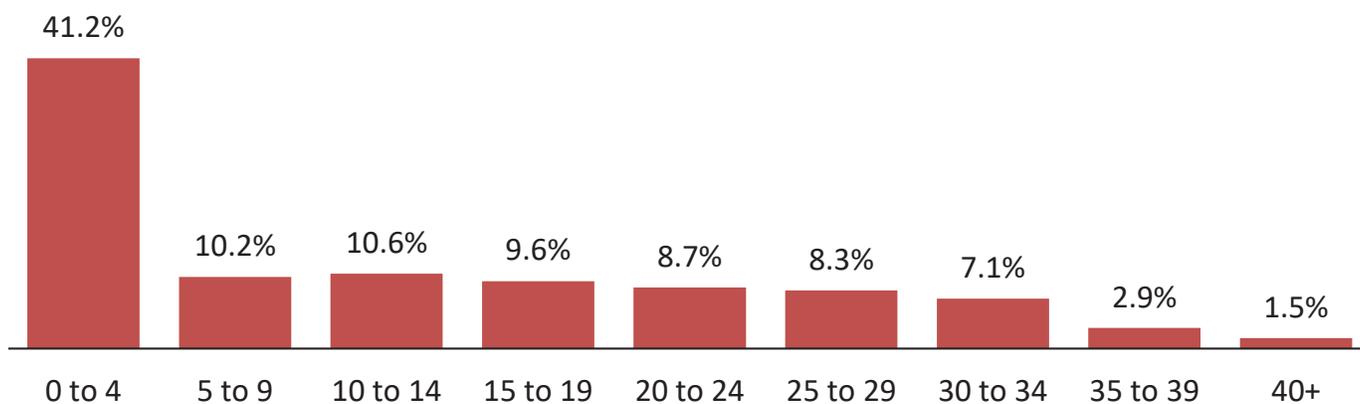
Fig 30: Fiscal Years 2010-2019, Separation Rate for NYC Government

6.9%	7.0%	6.7%	6.5%	7.4%	6.9%	7.8%	7.3%	7.3%	7.5%
2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
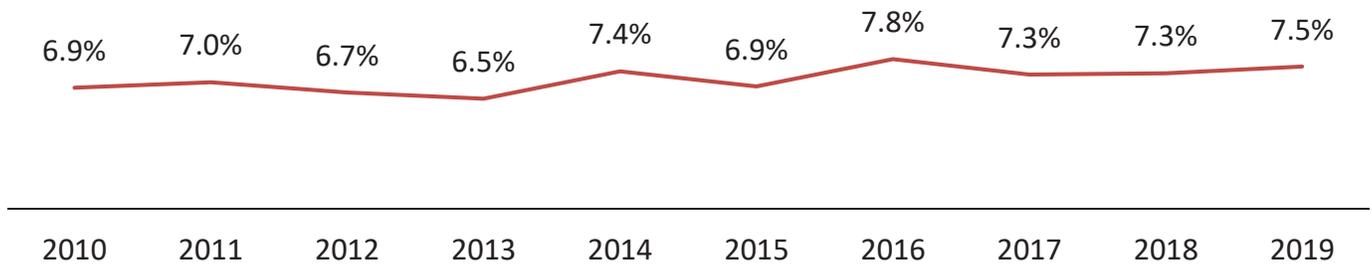
The separation rate for each Fiscal Year is calculated by dividing the number of separated employees in the current or reporting Fiscal Year by the total number of employees at the close of the prior Fiscal Year.

Fig 31: Turnover Rate for NYC Total Employed Population (CY Estimates)

15.4%	14.5%	15.0%	15.4%	16.0%	16.3%	16.7%	16.6%	16.3%	16.1%
7.1%	6.5%	6.6%	7.0%	6.9%	7.0%	7.3%	7.4%	7.2%	7.4%
2009	2010	2011	2012	2013	2014	2015	2016	2017	2018

—— All Jobs —— Stable Jobs
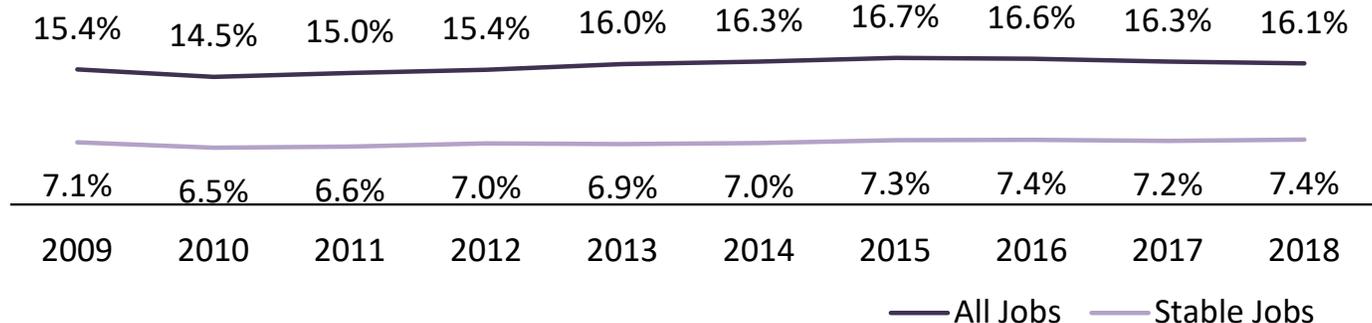
Notes:

- *Source: US Census Quarterly Workforce Indicators (https://lehd.ces.census.gov/data). Data provided for New York City Counties. Figures based on quarterly averages for each year. Chart reflects latest available data.*

- *All Jobs: Estimated number of workers whose job with a given employer ended in the specified data period.*

- *Stable Jobs: Estimated number of workers who had a job for at least a full quarter and then the job ended. Jobs are counted as a stable separation in the last quarter of employment.*

Fig 32: Fiscal Years 2010-2019, All Separations by Type

Legend: Retirement ▪ Resignation ▪ Dismissal ▪ Layoff ▪ Deceased ▪ Other
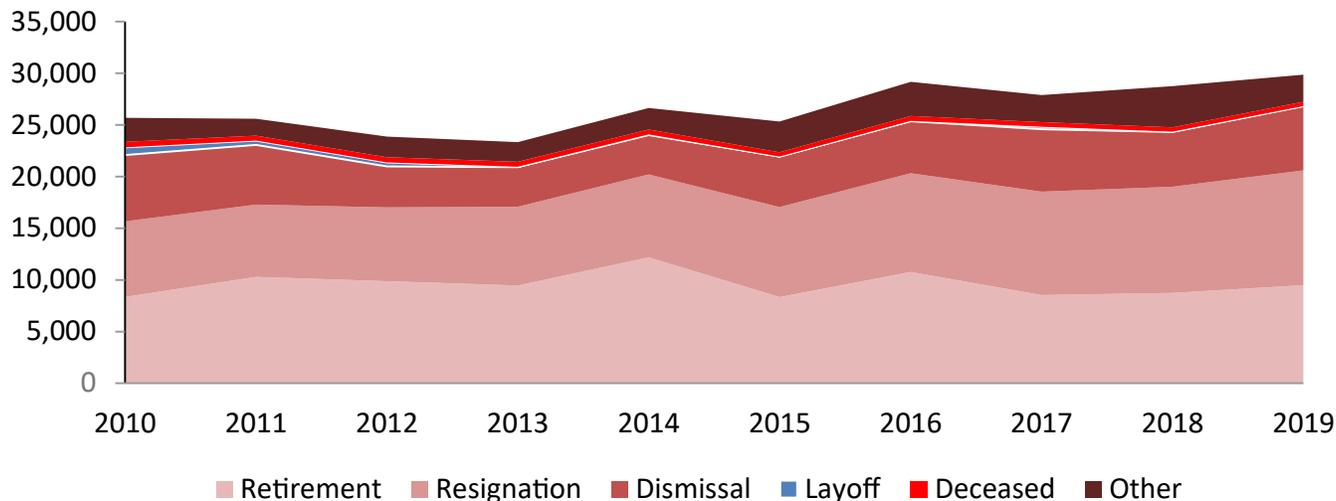
Fig 33: Fiscal Years 2010-2019, All Separations by Gender and Race/Ethnicity
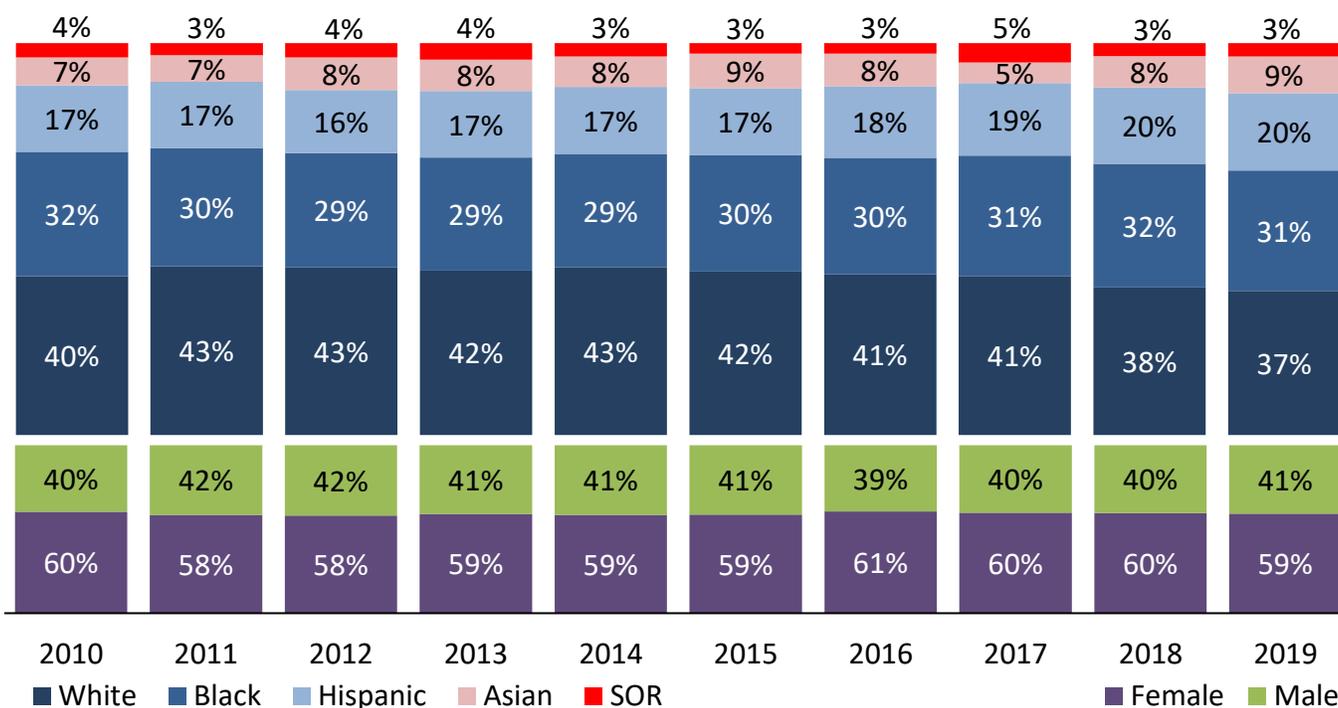
Legend: White ▪ Black ▪ Hispanic ▪ Asian ▪ SOR   Female ▪ Male

Notes:

- *SOR indicates Some Other Race, including American Indian/Alaskan Native, two or more races, and unspecified race.*

- *Other gender is <1% and includes non-binary (not female/woman or male/man), other gender, and unspecified, and thus, not reflected in the chart above.*

Retirements

Retirements include voluntary service retirements and disability retirements.

Fig 34: Fiscal Year 2019, Distribution of Retirees by Age
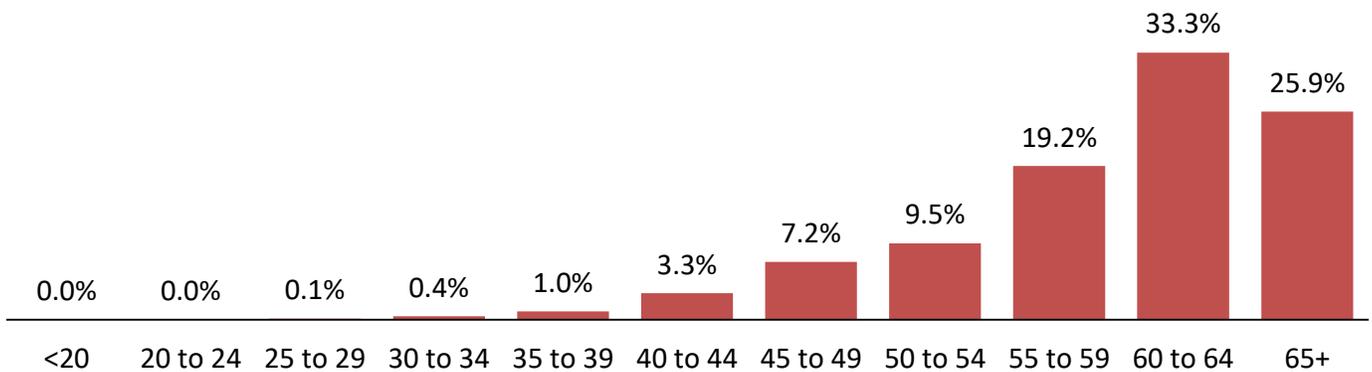
Fig 35: Fiscal Year 2019, Distribution of Retirees by Years of Service

Retirement Trends

Fig 36: Fiscal Years 2010-2019, Retirements as a Percent of Total Headcount
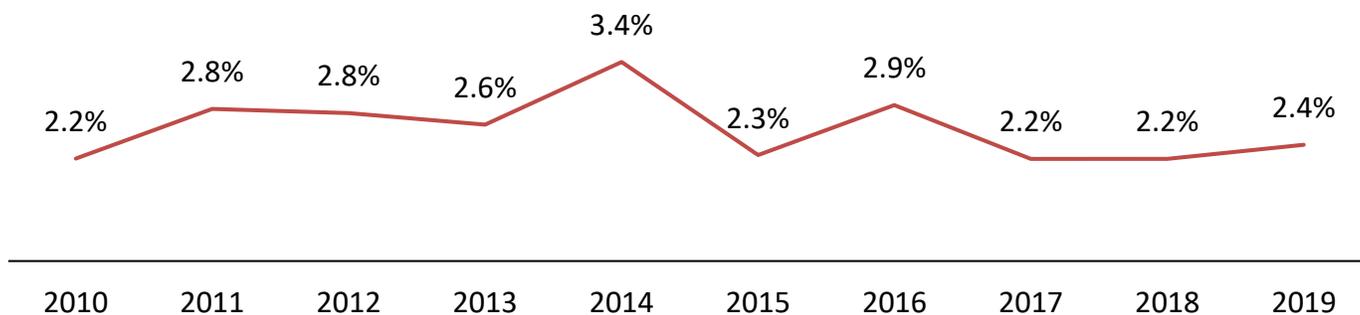
Percentages are calculated based on the number of retirees in the current or reporting Fiscal Year divided by the total number of employees at the close of the prior Fiscal Year.

Fig 37: Fiscal Years 2010-2019, Median Age of Retirees

Fig 38: Fiscal Years 2010-2019, Median Years of Service of Retirees

Fig 39: Fiscal Years 2010-2019, Retirees by Gender and Race/Ethnicity

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
SOR	2%	2%	2%	2%	2%	1%	1%	4%	1%	1%
Asian	4%	4%	5%	6%	5%	6%	6%	5%	8%	8%
Hispanic	16%	16%	16%	17%	17%	16%	18%	18%	19%	18%
Black	30%	29%	30%	30%	28%	33%	30%	34%	33%	33%
White	48%	48%	46%	45%	47%	44%	45%	39%	39%	40%
Male	48%	49%	47%	47%	44%	50%	44%	49%	42%	44%
Female	52%	51%	53%	53%	56%	50%	56%	51%	58%	56%

■ White   ■ Black   ■ Hispanic   ■ Asian   ■ SOR   ■ Female   ■ Male

Notes:

- *SOR indicates Some Other Race, including American Indian/Alaskan Native, two or more races, and unspecified race.*

- *Other gender is <1% and includes non-binary (not female/woman or male/man), other gender, and unspecified, and thus, not reflected in the chart above.*

Resignations

Fig 40: Fiscal Year 2019, Distribution of Resignations by Age

23.3% 22.4% 16.2% 10.4% 7.8% 7.0% 5.0% 3.2% 2.3% 2.1% 0.2%

<20 | 20 to 24 | 25 to 29 | 30 to 34 | 35 to 39 | 40 to 44 | 45 to 49 | 50 to 54 | 55 to 59 | 60 to 64 | 65+
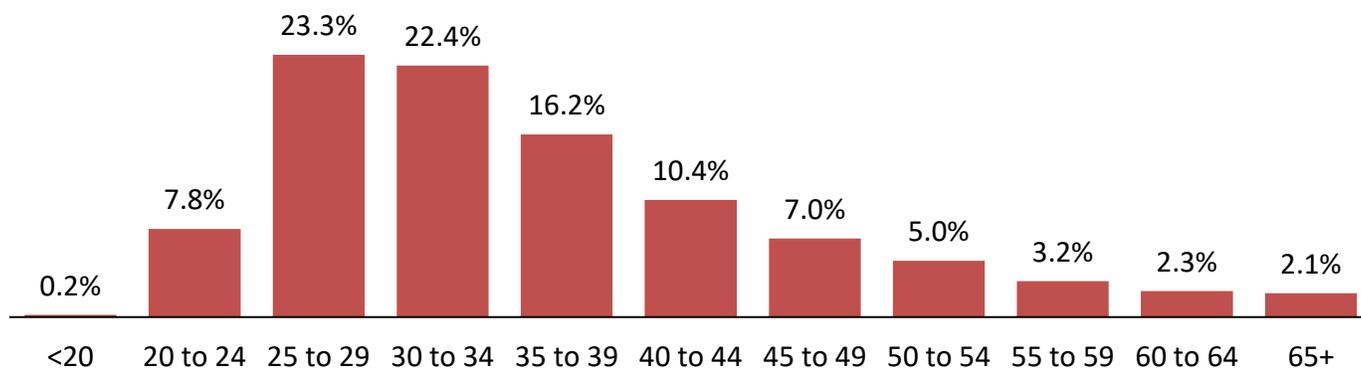
Fig 41: Fiscal Year 2019, Distribution of Resignations by Years of Service

63.9% 15.7% 11.4% 4.7% 1.9% 1.1% 0.8% 0.3% 0.2%

0 to 4 | 5 to 9 | 10 to 14 | 15 to 19 | 20 to 24 | 25 to 29 | 30 to 34 | 35 to 39 | 40+
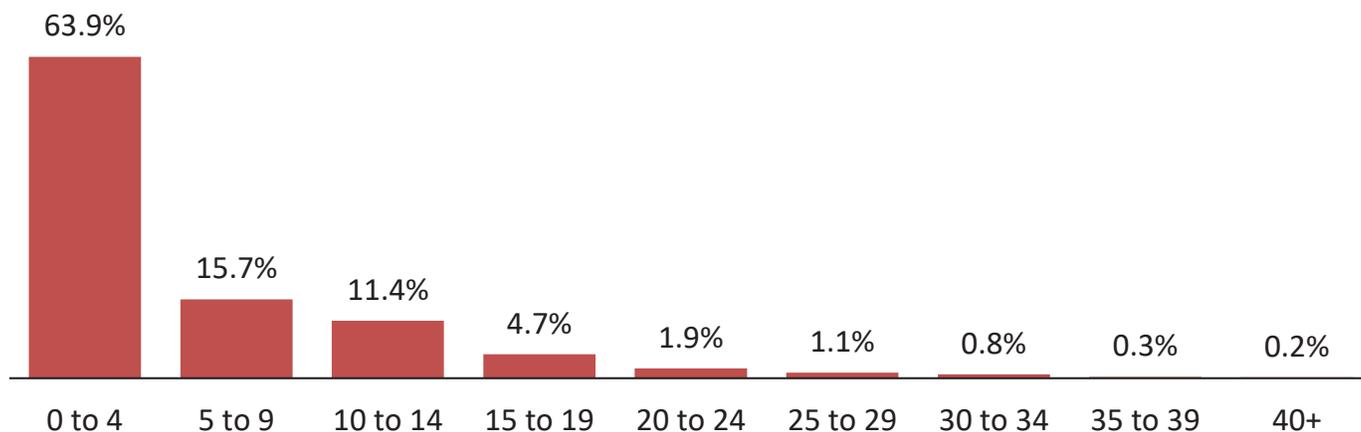
Resignation Trends

Fig 42: Fiscal Years 2010-2019, Resignations as a Percent of Total Headcount

2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
2.0%	1.9%	2.0%	2.1%	2.2%	2.4%	2.5%	2.6%	2.6%	2.8%
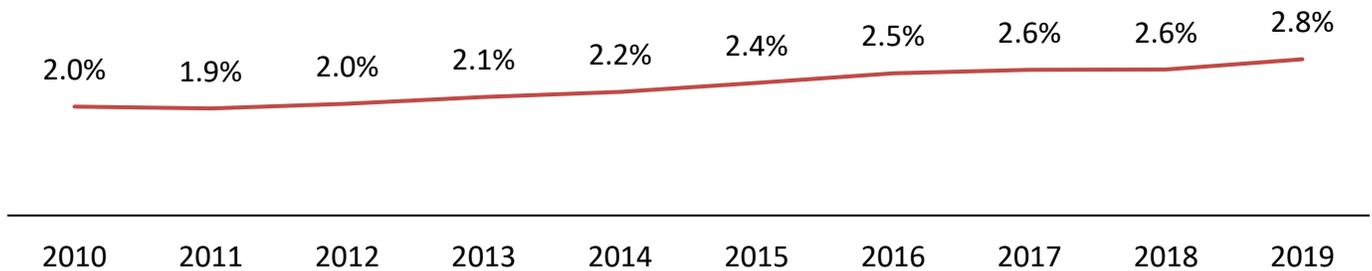
Percentages are calculated based on the number of resignations in the current or reporting Fiscal Year divided by the total number of employees at the close of the prior Fiscal Year.
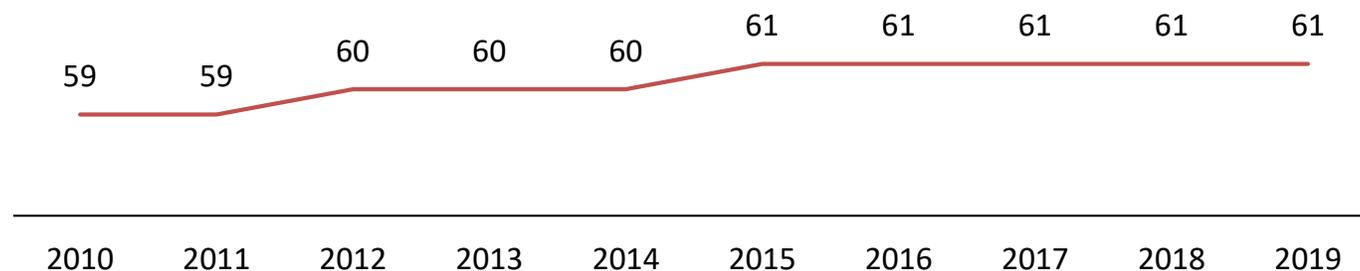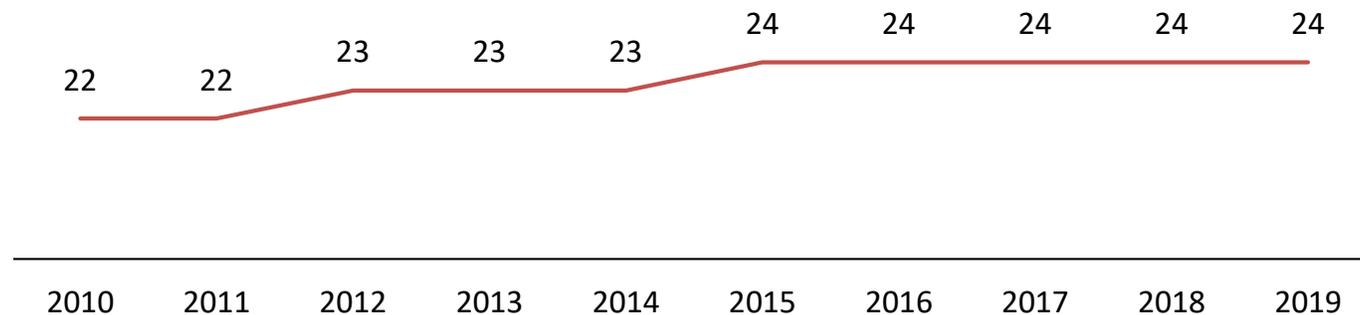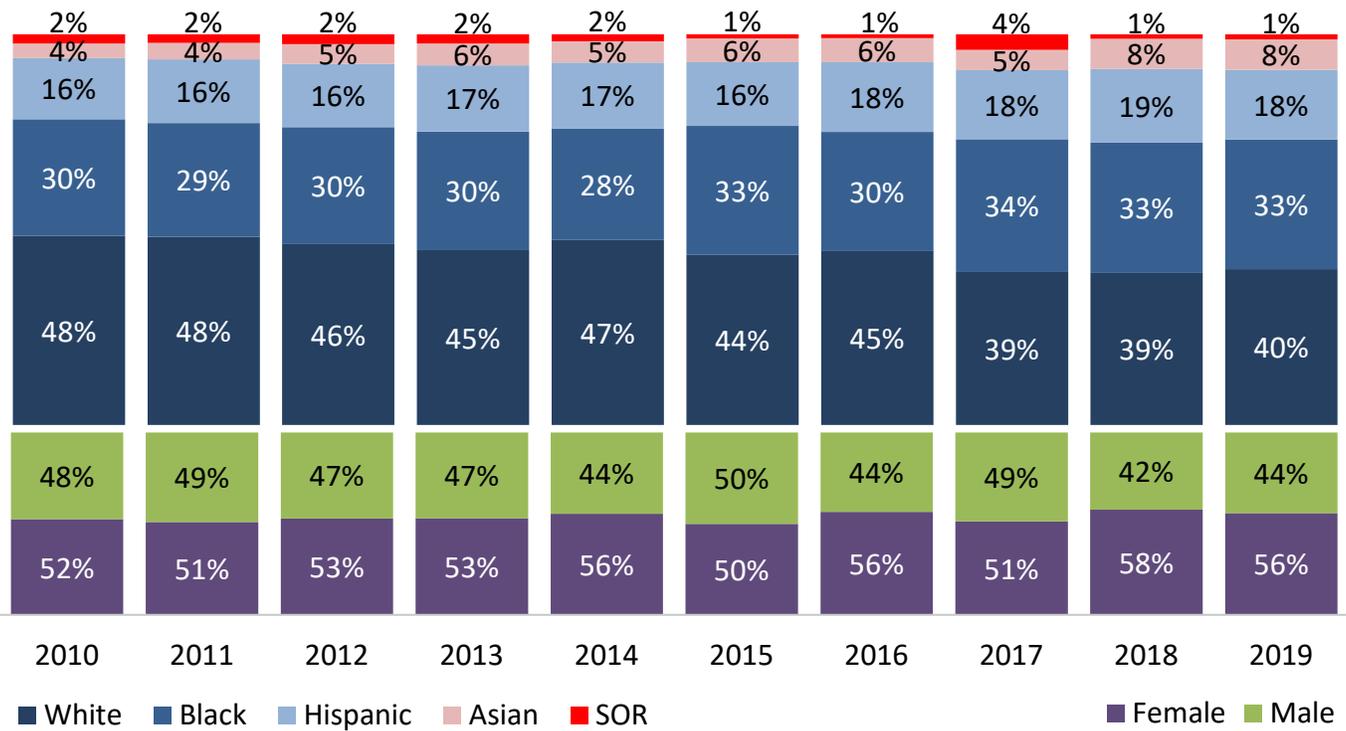
Fig 43: Fiscal Years 2010-2019, Median Age of Resignations

2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
33	33	34	34	34	34	34	34	33	33
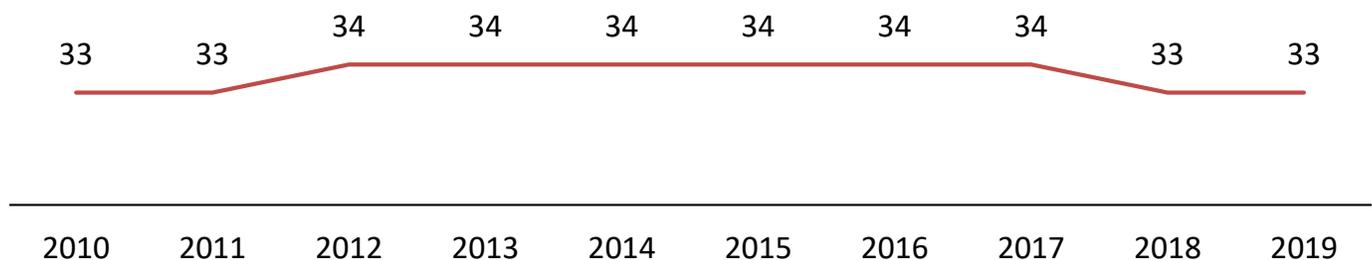
Fig 44: Fiscal Years 2010-2019, Median Years of Service of Resignations

2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
2	3	3	4	4	3	3	3	3	3
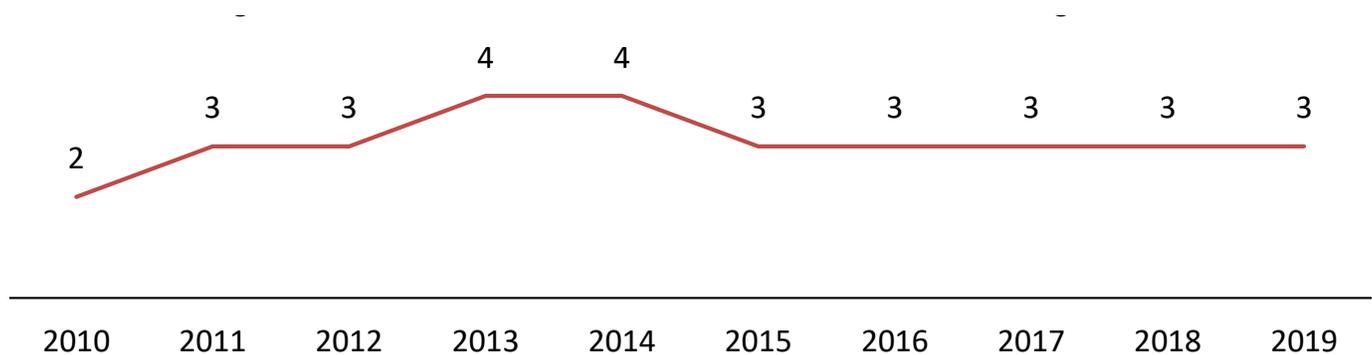
Fig 45: Fiscal Years 2010-2019, Resignations by Gender and Race/Ethnicity
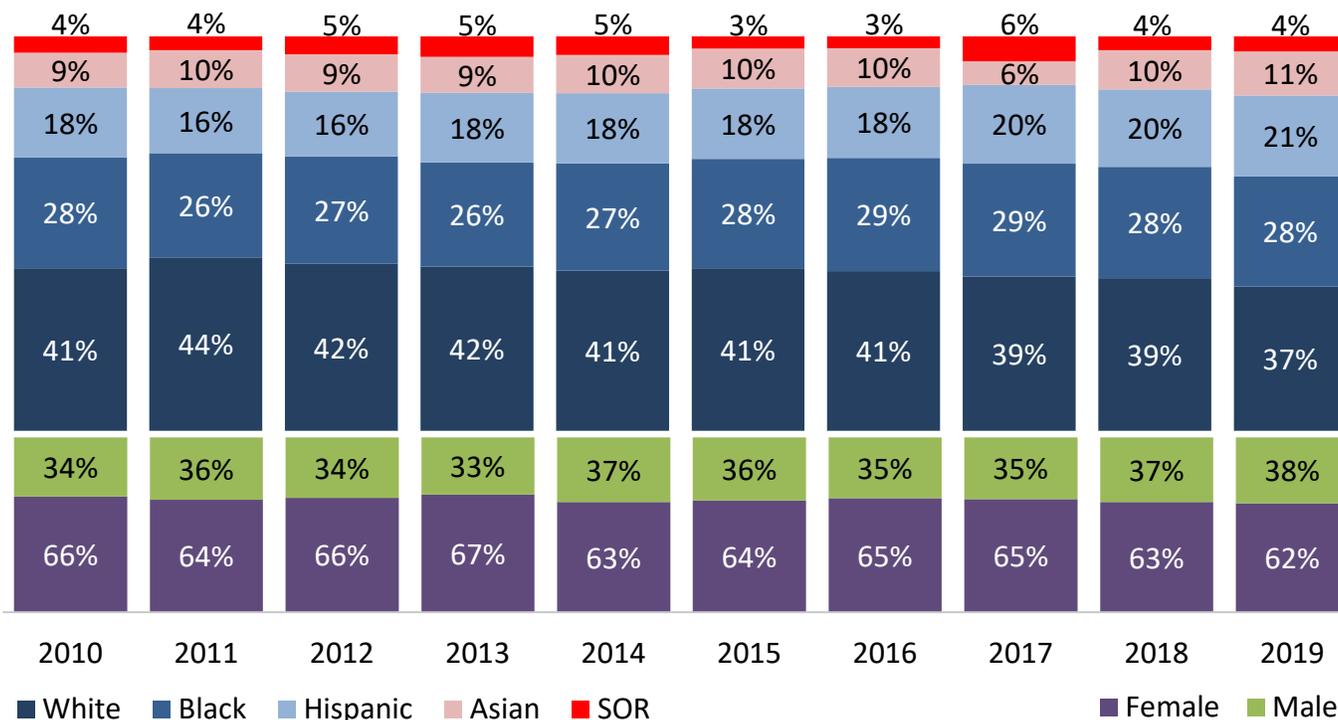
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
SOR	4%	4%	5%	5%	5%	3%	3%	6%	4%	4%
Asian	9%	10%	9%	9%	10%	10%	10%	6%	10%	11%
Hispanic	18%	16%	16%	18%	18%	18%	18%	20%	20%	21%
Black	28%	26%	27%	26%	27%	28%	29%	29%	28%	28%
White	41%	44%	42%	42%	41%	41%	41%	39%	39%	37%
Male	34%	36%	34%	33%	37%	36%	35%	35%	37%	38%
Female	66%	64%	66%	67%	63%	64%	65%	65%	63%	62%

■ White ■ Black ■ Hispanic ■ Asian ■ SOR   ■ Female ■ Male

Notes:

- *SOR indicates Some Other Race, including American Indian/Alaskan Native, two or more races, and unspecified race.*

- *Other gender is <1% and includes non-binary (not female/woman or male/man), other gender, and unspecified, and thus, not reflected in the chart above.*

Attrition

Attrition looks at the total number of employees and the hiring and separation rate in each Fiscal Year.

Fig 46: Fiscal Years 2010-2019, Total Headcount and Hiring and Separation Rates

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Headcount	364,924	356,804	358,944	361,433	367,593	375,859	383,699	393,019	396,841	400,221

Fig 47: Fiscal Years 2010-2019, All Hires and Separations by Type

Legend: Retirement, Resignation, Dismissed, Deceased, Layoff, Other, New Hires, Re-Hires
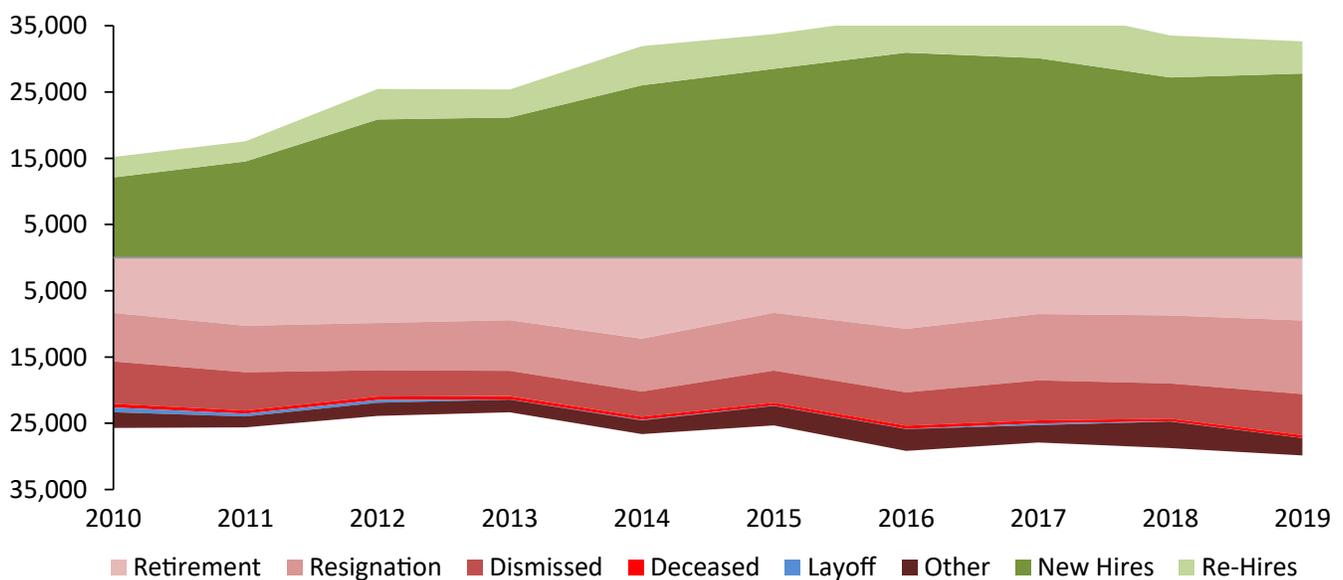
Transfers

A transfer is defined as when an employee is serving at a different City agency in the Fiscal Year being reported compared to the previous Fiscal Year.

Fig 48: Fiscal Year 2019, Distribution of Inter-Agency Transfers by Age
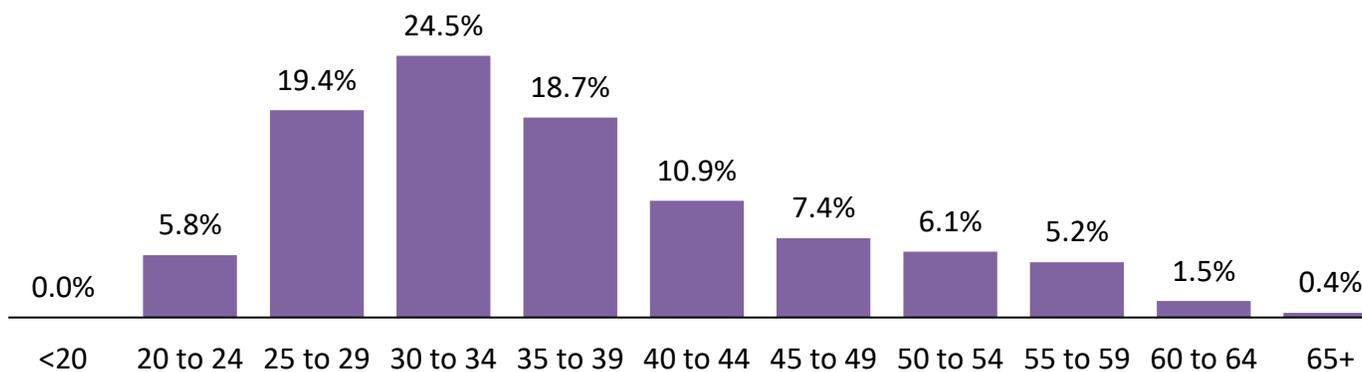
Fig 49: Fiscal Year 2019, Distribution of Inter-Agency Transfers by Years of Service
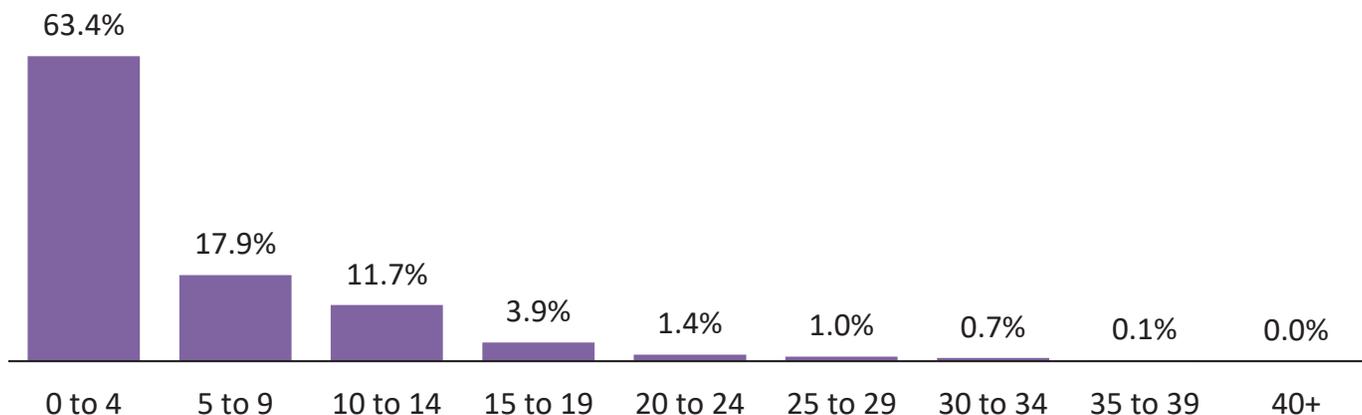
Section III
Appendices

Appendix I: Definitions and Descriptions

City Agencies

A complete list of agencies in the report can be found in Appendix II of this report, and individual agency profiles are available at https://dcas.shinyapps.io/fy19wfpr/.

The report includes all Mayoral agencies, elected officials, pension systems, and boards and commissions, as well as the Department of Education, NYC Health + Hospitals, and the School Construction Authority.

Certain agencies, especially the community boards of each borough, were rolled into their respective borough president's office data.

As reported here, the Mayoralty includes the Office of the Mayor, the Office of Management and Budget, the Office of Labor Relations, the Mayor's Office of Contract Services, and the Department of Veterans' Services. Due to their small size, the public administrators of each borough are rolled into a single entity.

The Department of Juvenile Justice (DJJ) was incorporated into the Administration for Children's Services (ACS) in 2011; all DJJ employees are counted under ACS in all years.

The Human Resources Administration and the Department of Homeless Services combined in 2017 to form the Department of Social Services (DSS); however, their data has not been combined under DSS and continues to be reported independently.

Except where indicated, all numbers, figures, and charts reflect information relative to all agencies included in the report.

Appendix I:
Definitions and Descriptions

Data Sources

City of New York Government Employee Population Data

- *City Agencies, elective offices, commissions and boards, and the New York City Housing Authority employee population* - Personnel data was extracted from the New York City Automated Personnel System. Demographic information (i.e., gender and Ethnicity/race data) for this population was extracted from the Citywide Equal Employment Database System. All data was generated and analyzed by the Department of Citywide Administrative Services.

- *Board of Education pedagogical population* - Personnel and demographic data (gender and Ethnicity/race data) was provided by the Financial Information Services Agency – Office of Personnel Administration. Supplemental salary data for this population was extracted from the Payroll Management System.

- *NYC Health + Hospitals (NYC H+H) and the School Construction Authority (SCA) employee population* - Personnel, demographic (gender and Ethnicity/race data), and separation data, were provided by NYC H+H and SCA.

- *Pension information for all agencies* - provided by the New York City Employee Retirement System, Board of Education Retirement System, and Teachers' Retirement System.

NYC Total Employee Population Data- Demographic, employment, and salary was pulled from the American Community Survey and Integrated Public Use Microdata Series, and then compiled by the NYC Office of City Planning and the Office of Management and Budget.

Percentages may not precisely reflect the absolute figures due to rounding.

Workforce

The numbers in this report reflect all employees in the included agencies listed in Appendix II, who were not terminated as of the last day of the Fiscal Year, June 30, 2019, and includes all full-time and part-time employees.

This report does not include data on contractors, consultants, interns, fellows, or volunteers. Positions having a limited duration or special conditions for the term of employment, such as City seasonal aides (six-month duration) and college aides (conditional upon full-time enrollment in a degree granting program), are also excluded from this report. This iteration of the workforce profile report includes an additional class of part-time employees who are paid on a per-session basis.

Part-time employees are counted individually in this report and are not converted to full-time-equivalencies based on the number of hours worked in a given Fiscal Year.

Residency Requirements

The New York City residency law, codified in sections 12-119 through 12-121 of the New York City Administrative Code, as amended, requires employees, other than those excepted or exempt

from municipal residence requirements, who enter City service on or after September 1, 1986 to establish City residence within 90 days of entering City employment and thereafter maintain City residence as a condition of employment.

Employees who have completed two years of continuous City employment shall be deemed in compliance with the residence requirements and may be permitted to reside in the following counties: Nassau, Westchester, Suffolk, Orange, Rockland, or Putnam County, provided that the Mayor may require certain senior-level staff to complete more than two years of City residency to remain in compliance with the residency requirements.

Pursuant to Mayoral Executive Order No. 131 of 2010, persons serving in positions covered by the order must establish City residency within 90 days of assuming such position and maintain City residency for the duration of their employment.

Pedagogues in the Department of Education and employees of New York City Health + Hospitals, the School Construction Authority, the New York City Housing Authority, and the district attorneys' offices are among those exempts from residency requirements.

For more information on the residency requirements, see:

- Personnel Services Bulletin 100-8: Residence Requirements;
- Administrative Code, Sections 12-119, 12-120, and 12-121 (as amended by Local Law 48 of 2009); and
- Executive Order 131 of 2010

Employee Type

The City workforce can be divided into various categories, reflecting responsibilities, standard work hours, managerial status, and other factors.

Full-Time Employees include those who work a standard work week in a full-time, per annum title with an annual work schedule. In general, full-time employees work between 35 and 40 hours per week and 261 days per year.

Part-Time Employees fall into two different categories: (a) employees in titles established as non-per-annum jobs with no standard number of hours per week or days per year; and (b) employees hired on a part-time basis in a full-time per-annum title who do not work the standard number of hours per week or days in a year (i.e., 1,827 hours per year and 261 days year).

Managerial Service those employees who formulate policy, assist directly in collective bargaining negotiations, or have a major role in the administration of collective bargaining agreements or in personnel administration.

Union Representation includes all employees covered by a collective bargaining agreement.

Uniformed Services employees in the Police, Fire, Correction and Sanitation services but exclude civilian positions.

Appendix I:
Definitions and Descriptions

Gender and Race/Ethnicity

Gender

The gender values in this report are based on the City's gender reporting requirements as of 2019, which allowed for employees to self-identify as female, male, non-binary (not female/woman or male man) or other. The gender categories do not reflect the federal EEO-4 gender reporting requirements, which are limited to Female and Male only. Gender percentages are reported wherever available.

Employees with non-binary, other, and unspecified values for gender are not included in the percentages shown in the tables and graphs as this population makes up less than one percent of employees reported.

Race/Ethnicity

The race/ethnicity values in this report are based on the federal EEO-4 reporting requirements, which are American Indian or Native Alaskan (not of Hispanic or Latino origin), Asian (not of Hispanic or Latino origin), Black or African American (not of Hispanic or Latino origin), Hispanic or Latino, Native Hawaiian or Other Pacific Islander (not of Hispanic or Latino origin), White (not of Hispanic or Latino origin), and Two or More Races.

Due to the small percentage of employees in certain ethnic/race categories, the following race/ethnicities were grouped under Some Other Race (SOR) on this report: American Indian/Alaskan Native, Two or More Races, and Unspecified. Additionally, Native Hawaiian or Other Pacific Islander employees were grouped under Asian for the same reason. These groupings are for purposes of this report only and do not reflect the EEO-4 race/ethnic report requirements.

Age and Years of Service

Employee age is determined in each Fiscal Year by calculating the elapsed time between the employee's date of birth and the last day of the Fiscal Year.

City start date is used to determine the number of years of service of each employee in each Fiscal Year.

Salary

All representations of employee salaries in this report reflect only full-time employees, and are, except where specifically noted, adjusted for inflation to June 2019 dollars.

Full-time employee salaries fall into three different types: annual, hourly, and per diem. Non-annual salaries were annualized based on the number of hours worked per year (hourly) or days worked per year (per diem). For most employees, the conversion rates are 1,827 hours per year and 261 days per year.

Part-time employee salaries are not converted to annual salaries in this report, nor are they included in any of the figures or charts. Part-time employees normally work less than 1,827 hours per year.

Inflation

Except where noted, all dollar amounts reported are expressed in June 2019 dollars. Inflation adjustments were based on the Consumer Price Index (CPI) for all urban consumers in the New York-Northern New Jersey-Long Island area, re-indexed to June 2019. https://data.bls.gov/cgi-bin/surveymost?cu (New York All Items).

Hires, Separations, and Transfers

Hires are divided into two groups, new hires and re-hires.

- New Hires are those employees who were on-boarded during the Fiscal Year and had no prior service in the agencies or titles covered in this report.

- Re-hires are those employees who were on-boarded during the Fiscal Year and, by looking at their City government start date and agency start date, were found to have prior City service in the agencies and titles covered in this report.

Separations were determined by looking at employees who were active or on some form of paid or unpaid leave at the conclusion of the preceding Fiscal Year and being separated from employment at some time during the current or reporting Fiscal Year.

Transfers were determined by looking at employees who were active or on some form of paid or unpaid leave at the conclusion of the preceding Fiscal Year and being active or on some form of paid or unpaid leave at the conclusion of the current or reporting Fiscal Year but serving in a different City agency.

Pension Eligibility and Retirement Readiness

Pension plan data was provided by the various pension systems, including the Board of Education Retirement System, the Teachers Retirement System, and the New York City Employees Retirement System.

Retirement eligibility was determined by first calculating the minimum age and years of service requirements of an individual employee's pension plan. The second step was to calculate the employee's age, based on date of birth, and length of service, based on City start date, as of the end of the Fiscal Year. To arrive at the year an employee will be considered retirement ready, the calculation looks at the larger of, the number of years of service needed to satisfy the requirement and the number of years before an employee will meet the age requirement, and adds that to the current or reporting Fiscal Year.

Appendix I: Definitions and Descriptions

Job Categories

DCAS' Office of Citywide Equity and Inclusion (OCEI) in partnership with the DCAS' Human Capital line of service are responsible for ensuring that City agencies comply with the City's EEO policy, and the City charter provisions and laws concerning equal employment opportunity, as well as prepares the City of New York's federally-mandated biennial EEO-4 report to the Equal Employment Opportunity Commission (EEOC).

As part of their reporting, OCEI and Human Capital are responsible for mapping civil service titles to their appropriate EEO-4 categories. The job categories included in this report are a more specific grouping of titles, and all map to one of the federal EEO-4 categories. DCAS worked closely with agencies not covered by the City's EEO-4 reporting, including NYC Health + Hospitals, the Department of Education, and the School Construction Authority, to ensure that their titles were mapped to appropriate job categories.

Administrators Occupations in which employees set broad policies and exercise overall responsibility for the execution of these policies. This category includes: elected officials, commissioners, executive directors, deputy commissioners, chairpersons, general counsels, controllers, chiefs of department, inspector generals, and kindred workers.

Building Services Occupations in which employees perform duties which result in or contribute to the upkeep and care of buildings and facilities. This category includes custodians, cleaners, caretakers, maintainers, elevator operators and starters, exterminators, pest control aides, and kindred workers.

Clerical Occupations in which employees are responsible for internal and external communication, recording and retrieval of data and/or information and other paperwork required in an office. This category includes cashiers, computer operators, word processors, secretaries, stenographers, typists, ticket agents, receptionists, clerks (information, personnel, file, library, records), bookkeepers, office machine operators, telephone operators, messengers, dispatchers, stock clerks, meter readers, office aides, general office clerks, bank tellers, and kindred workers.

Clerical Supervisors Occupations in which employees are responsible for overseeing and supervising the duties of clerical staff. This category includes chief clerks, supervising clerks, principal administrative associates, supervising cashiers, telegraph superintendents, supervising stenographers, and kindred workers.

Craft Occupations in which employees perform duties which require special manual skill and a thorough and comprehensive knowledge of the processes involved in the work which is acquired through on-the-job training and experience or through apprenticeship or other formal training programs. This category includes mechanics, equipment repairers, telephone line installers, small instrument repairers, brick masons, carpenters, electricians, plumbers, mining occupations, tool and die makers, sheet metal workers, tailors, butchers, bakers, machine operators, locksmiths, precision hand working occupations, and kindred workers.

Appendix I: Definitions and Descriptions

Farming Occupations in which employees perform duties which result in or contribute to the upkeep and care of agricultural/botanical/zoological facilities or grounds of public property. This category includes herbarium aides, aquarium technicians, botanical gardening aides, gardeners, groundskeepers, pruners, hostlers, menagerie keepers, horseshoers, and kindred workers.

Fire Supervisors Occupations in which uniformed employees set broad policies in the area of public safety and protection; exercise overall responsibility for execution of policies; direct individual units or special phases of the agency's operations; or supervise on a regional, district, or area basis. This category includes lieutenants, captains, battalion chiefs, deputy chiefs, supervising fire marshals, supervising fire prevention inspectors and kindred workers.

Firefighters Occupations in which uniformed employees are entrusted with public safety, security, and protection from destructive forces. This category includes firefighters, marine engineers (uniformed), fire prevention inspectors, fire protection inspectors, and kindred workers.

Food Preparation Occupations in which employees are responsible for the preparation and distribution of food, or management of food services, in City facilities (e.g., schools, correctional institutions, and concessions). This category includes cooks, school lunch helpers, school lunch managers, food service managers, commissary managers, and kindred workers.

Guards Occupations in which employees are entrusted with public safety and security. This category includes school crossing guards, housing guards, watch persons, lifeguards, park rangers, school safety agents, and kindred workers.

Health Professionals Occupations which require specialized and theoretical knowledge of the medical or health fields, which is usually acquired through college training or through work experience and other training which provides comparable knowledge. This category includes physicians, dentists, veterinarians, optometrists, podiatrists, registered nurses, pharmacists, dieticians, occupational therapists, physical therapists, speech therapists, physician's assistants, and kindred workers.

Health Services Occupations in which employees are responsible for assisting health professionals in maintaining and promoting the health, hygiene, and safety of the general public. This category includes dental assistants, dietary aides, public health assistants, nurse's aides, institutional aides, health aides, orderlies, and kindred workers.

Laborers Occupations in which employees perform duties which result in or contribute to the comfort, convenience, hygiene, or safety of the general public, or which contribute to the upkeep and care of buildings and facilities. There are no job qualification requirements for titles in this category. This category includes skilled craft helpers and apprentices, construction laborers, stock handlers, garage and service station related occupations, car cleaners, seasonal park helpers, track workers, assistant highway repairers, and kindred workers.

Appendix I:
Definitions and Descriptions

Lawyers Occupations which require specialized and theoretical knowledge of the law and the judicial process, which is usually acquired through college training. This category includes attorneys, assistant district attorneys, counsels, assistant counsels, deputy counsels, law judges, and kindred workers.

Management Specialists Occupations which require specialized and theoretical knowledge of management, finance, or personnel, which is usually acquired through college training or through work experience and other training which provides comparable knowledge. This category includes accountants, underwriters, financial analysts, personnel analysts, staff analysts, program analysts, buyers, purchasing specialists, inspectors, research analysts, program officers, project coordinators, and kindred workers.

Managers Occupations in which employee's direct individual departments or special phases of the agency's operations, or provide specialized consultation on a regional, district or area basis. This category includes assistant commissioners, deputy directors, assistant directors, project managers, special assistants, superintendents, deputy counsels, and kindred workers.

Operators Occupations in which employees perform duties which require specialized machine skills which are acquired through on-the-job training and experience or through apprenticeship or other formal training programs. This category includes printing press operators, high pressure boiler operators, laundry workers, and kindred workers.

Paraprofessionals Occupations in which employees perform some of the duties of a professional or technician in a supportive role, which usually requires less formal training and/or experience normally required for professional or technical status. Such positions may fall within an identified pattern of staff development and promotion. This category includes administrative assistants, project associates, coordinators, community associates and assistants, community service aides, research associates, welfare service workers, childcare workers, and kindred workers.

Personal Services Occupations in which employees perform duties which result in or contribute to the comfort or convenience of the general public. This category includes housekeepers, barbers, attendants, railroad porters, homemakers, matrons and kindred workers.

Police and Detectives Occupations in which uniformed employees with peace officer status are entrusted with public safety, security, and protection. This category includes police officers, detectives, correction officers, bridge and tunnel officers, sheriffs, special officers, enforcement agents (traffic, sanitation), and kindred workers.

Police Supervisors Occupations in which uniformed employees with peace officers status set broad policies in the area of public safety and security, exercise overall responsibility for execution of policies, direct individuals, units, or special phases of the agency's operations, or supervise on a regional, district or area basis. This category includes sergeants, captains, lieutenants, inspectors, captains (correction), wardens, and kindred workers.

Public Relations Occupations which require special knowledge or skills in public relations, journalism, modern language, or the fine arts, which are usually acquired through college training, specialized post-secondary school education, or work experience or training which provides comparable knowledge. This category includes technical writers, graphic designers, musicians, actors, directors, announcers, painters, illustrators, photographers, artists, editors, press officers, public relations specialists, public relations advisors, interpreters, customer service specialists, and kindred workers.

Sanitation Workers Occupations in which employees perform duties which result in or contribute to the cleanliness, hygiene, and safety of the public domain. Qualification requirements, which include civil service examinations, exist for titles in this category. This category includes sanitation workers, debris removers, and kindred workers.

Science Professionals Occupations which require specialized and theoretical knowledge of various scientific or mathematical fields, which is usually acquired through college training or through work experience and other training which provides comparable knowledge. This category includes architects, engineers (chemical, nuclear, civil, electrical, industrial, mechanical, and marine), computer specialists, telecommunications specialists, actuaries, statisticians, physicists, chemists, geologists, biologists, foresters, and kindred workers.

Social Scientists Occupations which require specialized and theoretical knowledge of the social sciences, which is usually acquired through college training or through work experience and other training which provides comparable knowledge. This category includes librarians, archivists, economists, psychologists, sociologists, urban planners, and kindred workers.

Social Workers Occupations which require specialized and theoretical knowledge of social work, youth and family counseling, and addiction treatment and casework, which is usually acquired through college or training, or through work experience and other training which provides comparable knowledge. This category includes caseworkers, probation officers, correctional counselors, juvenile counselors, addiction treatment counselors, eligibility specialists, human rights specialists, community liaison workers, clergy, and kindred workers.

Teachers Occupations which require specialized and theoretical knowledge of education and instructional methods, which is usually acquired through college training or through work experience and other training which provides comparable knowledge. This category includes teachers, instructors, professors, lecturers, fitness instructors, graduate assistants, fellows, adjunct professors, substitute teachers, trade instructors, education/vocational counselors, education analysts, education officers, institutional instructors, and kindred workers.

Technicians Occupations which require a combination of basic scientific or technical knowledge and manual skill which can be obtained through specialized post-secondary school education or through equivalent on-the-job training. This category includes: health technicians (clinical laboratory, dental hygienists, health records, radiologic and licensed practical nurses), electrical

and electronic technicians, engineering technicians (electrical, electronic, industrial, and mechanical), drafting occupations, surveying and mapping technicians, science technicians, airline pilots and navigators, air traffic controllers, broadcast equipment operators, computer programmers, legal assistants, investigators, and kindred workers.

Transportation Occupations in which employees perform duties which require motor vehicle, bus, train, or other transportation operation skills which are acquired through on-the-job training and experience or through other formal training programs. This category includes bus drivers, chauffeurs, motor vehicle operators, trainmasters, ferry terminal supervisors, and kindred workers.

Jurisdictional Classification

Civil service jurisdictions are defined in the New York Civil Service Law, Article III, Title A and Title B, available at http://codes.findlaw.com/ny/civil-service-law/.

Article III. Title A: Unclassified Service

§ 35. Unclassified service. The civil service of the state and each of its civil divisions shall be divided into the classified and unclassified service. The unclassified service shall comprise the following:

    a. all elective offices;

    b. all offices filled by election or appointment by the legislature on joint ballot;

    c. all officers and employees of the state legislature, and all officers and employees of any other legislative body whose principal functions and duties are directly related to the performance of the legislative functions of such body;

    d. all offices filled by appointment by the governor, either upon or without confirmation by the senate, except officers and employees in the executive department who are not heads of divisions therein;

    e. the head or heads of any department of the government who are vested with authority, direction and control over a department, and who have power and authority to appoint and remove officers and employees therein;

    f. all members, officers and employees of boards of elections;

    g. all persons employed by any title whatsoever as members of the teaching and supervisory staff of a school district, board of cooperative educational services or county vocational education and extension board, as certified to the state commission by the commissioner of education. The commissioner of education shall prescribe qualifications for appointment for all classes of positions so certified by him/her, and shall establish specifications setting forth the qualifications for and the nature and scope of the duties and responsibility of such positions. The commissioner of education shall file such qualifications for appointment and such specifications with the civil service commission;

h. all positions in the state university in the professional service as defined in subdivision three of section three hundred fifty-five-a of the education law, which positions shall be determined by the chancellor of the state university and certified by him to the civil service commission; provided, however, that any state university position in the classified service which the Chancellor seeks to designate as unclassified must be approved by the civil service commission before such change in designation;

i. all positions in community colleges in the professional service as defined in subdivision two of section six thousand three hundred six of the education law, which shall include all positions on the instructional staffs of the fashion institute of technology, the New York city community college of applied arts and sciences, and of the community colleges sponsored by the board of higher education in the city of New York as respectively defined in sections two thousand five hundred eighty-seven, six thousand two hundred six-a, and six thousand two hundred six-b of the education law. Such positions in community colleges other than the fashion institute of technology, the New York city community college of applied arts and sciences, and community colleges sponsored by the board of higher education of the city of New York shall be determined by the board of trustees of such colleges with the approval of the chancellor of state university, and certified by each such board to the commission or officer which administers the civil service law for the local sponsor of the community college administered by such board. Each such board of trustees shall prescribe qualifications for appointment for all classes of positions so certified by it and shall establish specifications setting forth the qualifications for and the nature and scope of the duties and responsibilities of such positions. Each such board of trustees shall file such qualifications for appointment and such specifications with the civil service commission and with the commission or officer to which the certification is made;

j. all persons, other than persons covered under paragraph (g) or paragraph (h) or paragraph (i) of this section, whose principal functions are teaching or the supervision of teaching in a public school, academy or college.

k. all positions in the professional service in the New York State School for the Blind and the New York State School for the Deaf, requiring the performance of educational functions, which positions shall be determined by the commissioner of education and certified by him to the civil service commission.

Article III. Title B: Classified Service

§ 40. Classified service; classes of positions. The classified service shall comprise all offices and positions not included in the unclassified service. The offices and positions in the classified service of the state and of its civil divisions shall be divided into four classes, to be designated as the exempt class, the non-competitive class, the labor class, and the competitive class.

§ 41. Exempt class. 1. The following offices and positions shall be in the exempt class:

a. one secretary of each state department or division, temporary state commission or other state officer authorized by law to appoint a secretary;

b. the deputies of principal executive officers authorized by law to act generally for and in place of their principals;

c. one secretary of each municipal board or commission authorized by law to appoint a secretary;

d. one clerk and one deputy clerk if authorized by law, of each court, and one clerk of each elective judicial officer, and one deputy clerk, if authorized by law, of any justice of the supreme court;

e. all other subordinate offices or positions for the filling of which competitive or non-competitive examination may be found to be not practicable. Not more than one appointment shall be made to or under the title of any office or position placed in the exempt class pursuant to the provisions of this paragraph, unless a different number is specifically prescribed in the rules.

2. No office or position shall be deemed to be in the exempt class unless it is specifically named in such class in the rules. Upon the occurrence of a vacancy in any position in the exempt class, the state or municipal civil service commission having jurisdiction shall study and evaluate such position and, within four months after the occurrence of such vacancy, shall determine whether such position, as then constituted, is properly classified in the exempt class. Pending such determination, said position shall not be filled, except on a temporary basis.

§ 42. Non-competitive class. 1. The non-competitive class shall include all positions that are not in the exempt class or the labor class and for which it is found by the commission having jurisdiction to be not practicable to ascertain the merit and fitness of applicants by competitive examination. Appointments to positions in the non-competitive class shall be made after such non-competitive examination as is prescribed by the state civil service department or municipal commission having jurisdiction. No position shall be deemed to be in the non-competitive class unless it is specifically named in such class in the rules. Not more than one appointment shall be made to or under the title of any office or position placed in the non-competitive class pursuant to the provisions of this section, unless a different or an unlimited number is specifically prescribed in the rules.

2. With respect to civil divisions of the state whose populations, according to the latest federal decennial census or latest federal special population census, are less than five thousand and, with respect to those civil divisions whose populations are not determined as such by the federal bureau of the census, whose populations are estimated by their respective governing bodies to be less than five thousand, the state commission shall, on or before July first, nineteen hundred sixty-one, promulgate standards for determining the practicality of examination, which it may from time to time thereafter amend, and shall also provide information and advice to municipal commissions, to enable such commissions to utilize the provisions of this section, when appropriate, in order to enable such civil subdivisions to recruit and retain in their employ competent and qualified persons.

2-a. The state or municipal civil service commission by appropriate amendments to its rules shall designate among positions in the non-competitive class in its jurisdiction those positions which are confidential or require the performance of functions influencing policy.

§ 43. Labor class. 1. The labor class shall comprise all unskilled laborers in the service of the state and each of its civil divisions except those whose positions can be examined for competitively.

The state or municipal commission may require applicants for employment in the labor class to qualify in such examinations of their fitness for employment as may be deemed practicable.

§ 44. Competitive class. The competitive class shall include all positions for which it is practicable to determine the merit and fitness of applicants by competitive examination, and shall include all positions now existing or hereafter created, of whatever functions, designations or compensation, in each and every branch of the classified service, except such positions as are in the exempt class, the non-competitive class or the labor class.

Appendix II: Workforce by Agency

Below is a list of all agencies covered in this report. To view the workforce profiles for each of these agencies, visit https://dcas.shinyapps.io/fy19wfpr/

Administration for Children's Services (ACS)

Board of Corrections (BOC)

Board of Election (BOE)

Borough President-Bronx (BP-BX)

Borough President-Brooklyn (BP-BK)

Borough President-Manhattan (BP-MAN)

Borough President-Queens (BP-QNS)

Borough President-Staten Is (BP-SI)

Business Integrity Commission (BIC)

Campaign Finance Board (CFB)

City Commission on Human Rights (CCHR)

Civilian Complaint Review Board (CCRB)

Conflicts of Interest Board (COIB)

Department for the Aging (DFTA)

Department of Buildings (DOB)

Department of City Planning (DCP)

Department of Citywide Admin Svcs (DCAS)

Department of Consumer Affairs (DCA)

Department of Correction (DOC)

Department of Cultural Affairs (DCLA)

Department of Design & Construction (DDC)

Department of Education (DOE)

Department of Environment Protection (DEP)

Department of Finance (DOF)

Department of Health/Mental Hygiene (DOHMH)

Department of Homeless Services (DHS)

Department of Info Tech & Telecomm (DOITT)

Department of Investigation (DOI)

Department of Parks & Recreation (PARKS)

Department of Probation (DOP)

Department of Records & Info Service (DORIS)

Department of Sanitation (DSNY)

Department of Small Business Services (SBS)

Department of Transportation (DOT)

Department of Youth & Comm Dev (DYCD)

District Attorney - Bronx County (DA-BX)

District Attorney - Kings County (DA-BK)

District Attorney - Manhattan (DA-MAN)

District Attorney - Queens County (DA-QNS)

District Attorney - Richmond County (DA-SI)

District Attorney – Special Narcotics (DA-NARC)

Equal Employment Practices Commission (EEPC)

Financial Information Services Agency (FISA)

Fire Department (FDNY)

Housing Preservation & Development (HPD)

Human Resources Administration (HRA)

Independent Budget Office (IBO)

Landmarks Preservation Committee (LPC)

Law Department (LAW)

MAYORALTY

Municipal Water Finance Authority (MWFA)

New York City Council (COUNCIL)

New York City Fire Pension Fund (FDNYPF)

New York City Police Pension Fund NYCPPF)

New York City Tax Commission (NYCTAX)

NYC Civil Service Commission (NYCCSC)

NYC Employees Retirement System (NYCERS)

NYC Health + Hospitals (NYCH+H)

NYC Housing Authority (NYCHA)

Office of Administrative Trials & Hearings (OATH)

Office of Collective Bargaining (OCB)

Office of Emergency Management (OEM)

Office of Payroll Administration (OPA)

Office of the Actuary (ACTUARY)

Office of the City Clerk (CLERK)

Office of the Comptroller (COMPTROLLER)

Office of the Public Advocate (PA)

Offices of the Public Administrators (PUBADMIN)

Police Department (NYPD)

School Construction Authority (SCA)

Taxi & Limousine Commission (TLC)

Teachers Retirement System (TRS)

City of New York
Bill de Blasio, Mayor

Laura Anglin, Deputy Mayor for Operations

Lisette Camilo, Commissioner
Department of Citywide Administrative Services

NYC DCAS
Citywide Administrative Services