



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

REQUIRED INFORMATION
APPLICATION
EDUCATION AND EXPERIENCE TEST

BILL DE BLASIO
 Mayor

STACEY CUMBERBATCH
 Commissioner

NOTICE OF EXAMINATION

MARINER

Exam No. 5049

<p>WHEN TO APPLY: From: February 4, 2015</p> <p style="text-align: right;">To: February 24, 2015</p>	<p>APPLICATION FEE: \$68.00</p> <p>If you choose to pay the application fee with a credit/debit/gift card, you will be charged a fee of 2.49% of the payment amount. This fee is nonrefundable.</p>
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**YOU ARE RESPONSIBLE FOR READING THIS NOTICE IN ITS ENTIRETY
 BEFORE YOU SUBMIT YOUR APPLICATION.**

WHAT THE JOB INVOLVES: Mariners, under general supervision, perform deck duties on a sludge vessel. They operate valves to load or dump vessel's cargo; handle lines; rig tackles; lubricate gear; moor and unmoor vessels to and from docks; clean, scale, and paint vessels, boats, and equipment; under supervision, steer vessel; lower and hoist lifeboats, and operate same; stand lookout watches; and perform heavy manual labor. All Mariners perform related work.

Some of the physical activities performed by Mariners and environmental conditions experienced are: standing for long periods of time during tours of duty or transit time, walking along the boat and up and down staircases during transit.

Special Working Conditions: Mariners may work rotating shifts in varying degrees of weather and visibility; may work nights, weekends, and holidays. Wear protective clothing while on duty.

(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 \$58,005 per annum. This rate is subject to change.

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

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

Manhattan
 2 Lafayette Street
 17th Floor
 New York, NY 10007

Brooklyn
 210 Joralemon Street
 4th Floor
 Brooklyn, NY 11201

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

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

READ CAREFULLY AND SAVE FOR FUTURE REFERENCE

HOW TO QUALIFY: You are responsible for determining whether or not you meet the qualification requirements for this examination prior to submitting your application. If you are marked "Not Qualified," your application fee will not be refunded and you will not receive a score.

Credential Requirements: By the **last day of the Application Period** you must have:

1. A valid U.S. Coast Guard Merchant Mariner Credential (MMC) with an endorsement as an Able Seaman or superior endorsement, any waters, unlimited tonnage; **and**
2. A valid Transportation Worker Identification Credential (TWIC) issued by the U.S. Transportation Security Administration (TSA).

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

The MMC and TWIC must be maintained for the duration of your employment.

Medical Requirement: Medical guidelines established by the U.S. Coast Guard apply to the position of Mariner. Candidates will therefore be required to undergo a medical examination prior to appointment and thereafter, pursuant to Coast Guard regulations. Candidates must also pass a drug screening to be appointed. Mariners are subject to random drug and alcohol testing during their employment.

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

English Requirement: You must be able to understand and be understood in English.

Proof of Identity: Under the Immigration Reform and Control Act of 1986, you must be able to prove your identity and your right to obtain employment in the United States prior to employment with the City of New York.

REQUIRED INFORMATION:

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

You must list your MMC and TWIC in Section C, with the dates on which you received each one. For the MMC, you must indicate the initial date that you received your endorsement as a US Coast Guard credentialed Able Seaman or, if you never received such an endorsement, the initial date that you received a superior endorsement, any waters, unlimited tonnage.

THE TEST: Your score will be determined by an experience and credential test. You will receive a score of 70 points for meeting the credential 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 satisfactory experience working on a sludge vessel as a US Coast Guard credentialed Able Seaman, any waters, unlimited tonnage, or superior endorsement, for:

You will receive:

At least 1 year but less than 3 years	10 points
At least 3 years but less than 5 years	20 points
5 or more years	30 points

If you have satisfactory full-time satisfactory experience working on a non-sludge vessel as a US Coast Guard credentialed Able Seaman, any waters, unlimited tonnage, or superior endorsement, for:

You will receive:

At least 1 year but less than 3 years	5 points
At least 3 years but less than 5 years	10 points
5 or more years	15 points

Experience must be obtained by **the last day of the Application Period.**

You will receive a maximum of one year of experience credit for each year you worked. If you have any of the above experience on a part-time basis, it will be credited according to the equivalent percent of full-time experience. Each year of experience will be credited under only one category which will be the highest appropriate category.

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

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

THE TEST RESULTS: If you pass the experience and credential test, your name will be placed in final score order on an eligible list and you will be given a list number. You will be notified by mail of your test results. If you meet all requirements and conditions, you will be considered for appointment when your name is reached on the eligible list.

ADDITIONAL INFORMATION:

Application Receipt: You will be emailed a receipt immediately after you have applied for the examination. If you do not receive this receipt, contact this agency at OASys@dcas.nyc.gov. Include your social security number and the examination number and title in your email. You will also be mailed an acknowledgment letter within three months of the last date of the application period. If you do not receive an acknowledgment letter, write to this agency, Attention: Exam Support Group, 1 Centre Street, 14th Floor, New York, NY 10007 to request verification that your application was received. Include your social security number and the examination number and title in your request.

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

The General Examination Regulations of the Department of Citywide Administrative Services apply to this examination and are part of this Notice of Examination. They are posted and copies are available at nyc.gov/dcas and at the DCAS Computer-based Testing & Applications Centers.

The City of New York is an Equal Opportunity Employer.
Title Code No. 91501; The Skilled Craftsman and Operative Service.

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