



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

REQUIRED FORMS
APPLICATION FORM EDUCATION AND EXPERIENCE TEST PAPER

MICHAEL R. BLOOMBERG
 Mayor

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 Commissioner

NOTICE OF EXAMINATION

DECKHAND
Exam. No. 4028

WHEN TO APPLY: From: June 1, 2005 To: June 21, 2005	APPLICATION FEE: \$40.00 <i>Payable only by money order to D.C.A.S. (EXAMS)</i>
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WHAT THE JOB INVOLVES: Deckhands, under supervision, perform deckhand duties in accordance with agency operating procedures and U.S. Coast Guard regulations on a municipal ferry vessel and at a ferry terminal. They operate gates, gangplanks, aprons and bridges; handle lines; carry out tasks requiring heavy manual labor such as lifting and moving heavy objects, pulling on heavy ropes, etc.; regulate passenger traffic; clean vessels; act as lookouts; patrol decks to ensure that passengers comply with departmental rules and regulations and take appropriate action to maintain regulatory compliance; launch and man lifeboats during drills and actual rescue operations; operate fire fighting equipment; participate in fire and lifeboat drills; and perform related work.

Some of the physical activities performed by deckhands, and environmental conditions experienced are: standing for long periods of time during tours of duty or transit time and working rotating shifts in varying degrees of visibility and weather. Deckhands must also be capable of climbing ladders on the Ferry and responding quickly to various emergencies and situations.

(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 \$37,342 per annum. This rate is subject to change.

HOW TO APPLY: If you believe that you meet the requirements in the "How to Qualify" section, refer to the "Required Forms" section below for the forms that you must fill out. Return all completed form(s) and the application fee to DCAS Applications Section, 1 Centre Street, 14th floor, New York, NY 10007 **by mail only**. DCAS will not accept applications in person from candidates.

HOW TO QUALIFY:

Education and Experience Requirements: By the last day of the Application Period you must have:

1. Two years of full-time satisfactory paid experience as a deckhand, ordinary seaman or able seaman on an ocean, coastwise or inland steam or motor vessel, or equivalent deck duty experience in a sea service of the Armed Forces of the United States; or
2. Graduation from an accredited college with an Associate degree in marine technology, such as the maritime technology degree awarded by Kingsborough Community College, including or supplemented by at least one year of deck duty; or
3. Graduation from one of the approved maritime or sea service academies listed in the U.S. Code of Federal Regulations (46 CFR 10.407).

Note: To be acceptable, the education and experience described in "1", "2" and "3" above must have been obtained within the last 10 years.

You are responsible for determining whether or not you meet the eligibility requirements for this exam prior to submitting your application. If you are marked "Not Qualified," your application fee will not be refunded and your test paper(s) will not be rated."

READ CAREFULLY AND SAVE FOR FUTURE REFERENCE

Medical Requirement: Medical guidelines have been established for the position of Deckhand. Candidates will be examined to determine whether they can perform the essential functions of the position of deckhand. Where appropriate, a reasonable accommodation will be provided for a person with a disability to enable him or her to take the examination, and or to perform the essential functions of the job.

Drug/Alcohol Screening Requirement: You must pass a drug/alcohol screening in order to be appointed.

Residency Requirement: You must be a City resident within ninety days of the date you are appointed to this position if the appointing agency requires City residency and:

- (1) You begin City service as a result of this examination; or
- (2) You are currently a City employee and you began City service on or after September 1, 1986.

English Requirement: Candidates 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 FORMS:

1. **Application for Examination:** Make sure that you follow all instructions included with your application form, including payment of fee. Save a copy of the instructions for future reference.
2. **Education and Experience Test Paper:** Write your social security number, the examination title and number in the box at the top right side of the cover page. This form must be filled out completely and in detail for you to receive your proper rating. Keep a copy of your completed Education and Experience Test Paper for your records.

THE TEST: Your score will be determined by an education and experience test. You will receive a score of 70 points for meeting the education and experience requirements listed above. After these requirements are met, you will receive credit up to a maximum of 100 points for experience acquired within the last 10 years on the following basis:

- A) 2 points will be given for each month of full-time paid satisfactory experience as a deckhand, ordinary seaman or able seaman on a passenger ferry vessel.
- B) 3 points will be given for each year of full-time paid satisfactory experience as a deckhand, ordinary seaman or able seaman on any seagoing or inland vessel not included in A above, up to a maximum of 6 years.

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

Education and experience must be obtained by **the last day of the application period.**

The maximum rating that will be given on this experience test is 100%.

THE TEST RESULTS: If you pass the education and experience 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 mailed a receipt within three months of the last date of the application period. If you do not receive this item, write to this agency, Attention: Examining Service Section, 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.

The General Examination Regulations of the Department of Citywide Administrative Services apply to this examination and are part of this Notice of Examination. They are posted and copies are available in the Applications Center of the Division of Citywide Personnel Services, 18 Washington Street, NY, NY.

The City of New York is an Equal Opportunity Employer.
Title Code No. 91529; The Ferry Service.

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