



NEW YORK STATE DEPARTMENT OF CIVIL SERVICE ANNOUNCES
Examination Open To The Public

APPLICATIONS ACCEPTED CONTINUOUSLY
TESTS HELD PERIODICALLY

Examination No. & Title	Salary Grade	Beginning Salary
20-349 Emergency Medical Technician	9	\$42,631*
20-523 Emergency Medical Technician (Paramedic)	14	\$53,019*

*Salaries reflect applicable location pay and geographic differential; shift assignments may result in higher salary.

NO APPLICATION PROCESSING FEE REQUIRED

MINIMUM QUALIFICATIONS:

For No. 20-349: you must possess and maintain a currently valid certification from the New York State Health Department as an Emergency Medical Technician;

For No. 20-523: you must possess and maintain a currently valid certification from the New York State Health Department as an Emergency Medical Technician (Paramedic).

NOTES:

1. Appropriate part-time and volunteer experience, which can be verified, will be accepted on a prorated basis.
2. New York State residence is not required.
3. Candidates must possess and maintain the appropriate valid NYS Drivers' License and have a NYS Drivers' License which is free from major violations or a pattern of repeat violations. Applicants must submit their NYS Drivers' License Identification Number on the Stony Brook University Employment Application for a Department of Motor Vehicle driving record history verification.

THE POSITIONS: These positions exist only at University Hospital, State University of New York in Stony Brook.

DUTIES: As an **Emergency Medical Technician**, under the supervision of an attending physician, you would provide basic life support services and transport patients in need of emergency hospital care. You would assist in rendering medical care, operating an ambulance, maintaining equipment and supplies, coordinating transport, and other related duties. You would also provide administrative support to the Emergency Medical Services Assistant Director as needed.

As an **Emergency Medical Technician (Paramedic)**, under the supervision of an attending physician, you would provide medical care to critically ill patients before and during ground or air transport to the medical facility, including patient assessment, peripheral IV insertion, use of pneumatic shock garments, administration of medications, endotracheal intubation administration of oxygen and medical gases, EKG monitoring, defibrillation, cardioversion, BCLS, spinal immobilization, and a variety of other medical procedures. You would be responsible for advanced life support radio operation, taking pertinent information from field medical care providers and relaying medical orders. You would maintain a computer database on ambulance calls and assist in analyzing all aspects of pre-hospital care. You would be responsible for the maintenance of equipment and medical supplies, operation of the ambulance, and coordination of transport. You would also provide administrative support to the Emergency Medical Services Assistant Director as needed.

SUBJECT OF EXAMINATION: For the exam(s) for which you apply, if you meet the minimum qualifications, your **education and experience** will be evaluated against the general background of the position. It is important that the information on your application be complete and accurate. Vagueness and omissions will not be decided in your favor. Your final score will be based on the rating you received on the evaluation of education and experience, plus any applicable veterans' credits. Since rating is conducted (and new candidates are added to the eligible list) periodically, your comparative ranking will change with time. You will remain on the eligible list for a two-year period, but may reapply after one year.

Your final score must be 70 or higher in order to pass. Rank on the eligible list will be determined after adding any wartime veterans' and Civil Service Law Section 85-a credits to your final passing score.

HOW TO APPLY: Use the attached form, NYS-APP-3 #20-349/20-523. Read the announcement carefully to be sure you meet the minimum qualifications. **Do NOT send applications to the Department of Civil Service (see below).**

WHERE TO APPLY: Mail your completed application to:

- Human Resources, Stony Brook University Hospital, Stony Brook, NY 11794-9300

All statements you make on your application are subject to investigation.

RETEST POLICY: Qualified candidates may file as frequently as every 12 months, but a new application is required each time.

INFORMATION FOR CANDIDATES

NEW YORK STATE IS AN EQUAL OPPORTUNITY EMPLOYER: It is the policy of the state of New York to provide for and promote equal opportunity in employment, compensation, and other terms and conditions of employment without unlawful discrimination on the basis of age, race, color, religion, disability, national origin, gender, sexual orientation, marital status, domestic violence victim status, genetic predisposition or carrier status, or arrest and/or criminal conviction record unless based upon a bona fide occupational qualification or other exception.

Appointment to many positions in State government require candidates to undergo an investigative screening. This may include a thorough character investigation, a Federal Bureau of Investigation Criminal Record History Check, a Child Abuse Registry clearance, or other similar procedures. Candidates may be fingerprinted and may be required to pay any necessary fees for that procedure. Depending on the nature of the job, the criminal convictions discovered, or any falsified or omitted information revealed, the investigative findings may bar appointment or result in removal after appointment.

ELIGIBILITY FOR EMPLOYMENT: You must be legally eligible to work in the United States at the time of appointment and throughout your employment with New York State. If appointed, you must produce documents that establish your identity and eligibility to work in the United States, as required by the federal Immigration Reform and Control Act of 1986, and the Immigration and Nationality Act.

NEW YORK STATE RESIDENCE IS NOT REQUIRED FOR MOST POSITIONS: However, you must be eligible for employment in the United States.

CONTINUOUS RECRUITMENT/ELIGIBLE LISTS: Candidates who meet the qualifications and pass this examination will have their names placed on the eligible list in the order of final scores, regardless of the date on which they filed or took the test. Generally, the names of qualified candidates will remain on the eligible list for two years. Appeal of ratings will not be allowed as the opportunity for retest exists. The Department of Civil Service reserves the right to terminate this special recruitment program.

**APPLICATION FOR NYS EXAMINATIONS
OPEN TO THE PUBLIC**

Send Completed Application to:	Human Resources Stony Brook University Hospital Stony Brook, New York 11794-9300
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Exam No.	Titles
20-349	Emergency Medical Technician
20-523	Emergency Medical Technician (Paramedic)

Last Name	First Name	MI
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Mailing Address: No., Street, Apt., or P.O. Box

City or Post Office	State	Zip Code
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Email Address

Social Security Number

Home Phone Day Phone

PERSONAL PRIVACY PROTECTION LAW NOTIFICATION

The information which you are providing on this application is being requested pursuant to Section 50.3 of the New York State Civil Service Law for the principal purpose of determining the eligibility of applicants to participate in the examination(s) for which they have applied. This information will be used in accordance with Section 96(1) of the Personal Privacy Protection Law, particularly subdivisions (b), (e), and (f). Failure to provide this information may result in disapproval of the application. This information will be maintained by the Personnel Office, SUNY University Hospital at Stony Brook, Stony Brook, New York 11794-9300. For further information, relating only to the Personal Privacy Protection Law, call (518) 457-9375. **For examination information on this examination, call (631) 444-4742.**

EXTRA CREDITS FOR WAR TIME VETERANS

COMPLETE THIS SECTION ONLY IF YOU: Wish to claim War Time Veteran Credits, **AND** have not used **DISABLED** veteran credits for a permanent appointment to a position in New York State or Local Government.

Answering questions in this section means that you are requesting extra credits as either a non-disabled veteran or a disabled veteran. All veterans are encouraged to answer questions in this section of the application to ensure that appropriate points are added to passing examination scores. Veterans who answer "YES" to questions 1, 2, AND 3 may receive tentative credits as a non-disabled veteran; candidates who also answer "YES" to question 4 may receive tentative disabled veteran credits. If you previously used non-disabled veteran credits to obtain a permanent appointment to a position in New York State or Local Government, and subsequent to appointment, were certified as a disabled veteran, you may be eligible to receive additional disabled veteran credits by answering "YES" to BOTH questions 5a AND 5b in this section. NOTE: All veterans claiming extra credit will be required to produce eligibility documentation which will be verified at time of interview. Candidates found ineligible for such credit will have the points subtracted from their examination score(s). If it is determined that veteran credits do not increase one's reachability for appointment from an eligible list, the use of veteran credits for such appointment will be waived, and veteran credits can be claimed for future civil service examinations until such time as they are used to receive a permanent appointment as provided by the New York State Constitution.

1. Yes No Do you expect to receive or have you already received a discharge which was honorable or release under honorable circumstances from the Armed Forces of the United States? The "Armed Forces of the United States" means the Army, Navy, Marine Corps, Air Force and Coast Guard, including all components thereof, and the National Guard when in the service of the United States pursuant to call as provided by Law, on a full-time active duty basis other than active duty for training purposes.
2. Yes No Are you now serving, or have you served, on an active duty basis other than active duty for training purposes during one or more of the following **Time of War** periods?
In the Armed Forces:
 - Aug. 2, 1990 until the **Persian Gulf hostilities** end
 - Feb. 28, 1961 to May 7, 1975
 - June 27, 1950 to Jan. 31, 1955
 - Dec. 7, 1941 to Dec. 31, 1946**or earned the Armed Forces, Navy, or Marine Corps expeditionary medal for service in:**
 - (Panama) Dec. 20, 1989 to Jan. 31, 1990
 - (Lebanon) June 1, 1983 to Dec. 1, 1987
 - (Grenada) Oct. 23, 1983 to Nov. 21, 1983**or in the U.S. Public Health Service:**
 - June 26, 1950 to July 3, 1952
 - July 29, 1945 to Sept. 2, 1945
3. Yes No Are you a United States citizen or an alien lawfully admitted for permanent residence?
4. Yes No Do you have a service connected disability rated at 10% or more by the U.S. Department of Veterans Affairs? This disability must have been incurred during a Time of War period listed above.
- 5a. Yes No Have you **USED NON-DISABLED** veteran credits for a permanent appointment to a position in New York State or Local Government? If you answered "Yes" to "5a" above, you must answer "5b":
- 5b. Yes No **After** you were permanently appointed using non-disabled veteran credits, were you **subsequently** certified as having a service connected disability rated at 10% or more by the U.S. Department of Veterans Affairs?

New York State Residency Requirement for Extra Credits as a War Time Veteran or Disabled Veteran: You will be required to provide proof of current New York State residency at time of appointment.

ELIGIBILITY FOR EMPLOYMENT

You must be legally eligible to work in the United States at time of appointment and throughout your employment with New York State. If appointed, you must produce documents that establish your identity and eligibility to work in the United States, as required by the Federal Immigration Reform and Control Act of 1986, and the Immigration and Nationality Act.

I affirm under penalties of perjury that all statements made on this application (including any attached papers) are true. I understand that all statements made by me in connection with this application are subject to investigation and verification and that a material misstatement or fraud may disqualify me from appointment and/or lead to revocation of my appointment.

X

Signature of Applicant

Date

Please print any other last name by which you are or have been known.

It is the policy of the State of New York to provide for and promote equal opportunity employment, compensation, and other terms and conditions of employment without unlawful discrimination on the basis of age, race, color, religion, disability, national origin, gender, sexual orientation, veteran or military service member status, marital status, domestic violence victim status, genetic predisposition or carrier status, arrest and/or criminal conviction record, or any other category protected by law, unless based upon a bona fide occupational qualification or other exception.

It is the policy of New York State Department of Civil Service to provide qualified persons with disabilities equal opportunity to participate in and receive the benefits, services, programs and activities of the Department, and to provide such persons reasonable accommodations and reasonable modifications as are necessary to provide such equal opportunity, including accommodations in the examination process. Further, it is the policy of the Department to provide reasonable accommodations for religious observance.

**CONTINUOUS RECRUITMENT EXAMINATION NO. 20-349/20-523
EMERGENCY MEDICAL TECHNICIAN and EMERGENCY MEDICAL
TECHNICIAN (PARAMEDIC)**

This is a training and experience examination. Your rating will be based on a review of your responses to this questionnaire. All information provided is subject to verification.

INSTRUCTIONS

- Please print clearly in ink.**
- Answer all questions on this questionnaire and application form NYS-APP-3 #20-349/20-523 (attached) completely and accurately. **Incomplete information may result in a lower score or disqualification.** Retain a copy of the completed form for your records.
- Your degree and/or college credits must have been awarded from a regionally accredited college or university or one recognized by the New York State Education Department as following acceptable educational practices. If your degree and/or college credit was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency and a course-by-course evaluation. You can write to the NYS Department of Civil Service, Examination Information, Albany, New York 12239 for a list of acceptable companies who provide this service or this information can be found on the Internet at: <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.
- Mail this application form NYS-APP-3 #20-349/20-523 and SUPP #20-349/20-523 to:**

**Human Resources
Stony Brook University Hospital
Stony Brook, New York 11794-9300**
- Retest Policy – You may reapply for this exam after one year.
- Appropriate part-time and volunteer experience, which can be verified, will be accepted on a prorated basis.

ADDITIONAL EXAMINATION CREDITS PURSUANT TO CIVIL SERVICE LAW SECTION 85-a

If you are a child or sibling of a firefighter, police officer, emergency medical technician, or paramedic who was killed in the line of duty in the service of New York State, you may be entitled for additional examination credits pursuant to Civil Service Law Section 85-a. For further information, please contact the Department of Civil Service at (518) 473-9566.

I. ACADEMIC RECORD

A. Indicate any degrees received or expected to be received.

College, University, Professional or Technical Schools	Semester Credits Received	Quarter Hours Received	Type of Degree Received	Major Subject or Type of Course	Did You Graduate		Degree Expected	
					Yes	No	MO.	YR.
Name					Yes	No	MO.	YR.
Address (City, State)								
Name					Yes	No	MO.	YR.
Address (City, State)								

Note: Provide photocopies of undergraduate and graduate transcripts from all colleges attended. These need not be official transcripts, although we reserve the right to require official transcripts at time of interview. As candidates will be evaluated on relevant coursework, failure to provide transcripts will result in a lower score.

Certification: Complete the following:

Certification Number:	Type of Certification:	Current Certification:			
Date First Issued:		MO.	YR.	MO.	YR.
		FROM		TO	
Check any of the following EMT training that you have successfully completed and attach verification.					
BLS/BCLS	BTLS/PHLS	ACLS	PALS	NRP/NALS	
Are you currently listed with the National Registry of Emergency Medical Technicians?				Yes	No
If yes, attach verification.					

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SOCIAL SECURITY NUMBER

**CONTINUOUS RECRUITMENT EXAMINATION NO. 20-349/20-523
EMERGENCY MEDICAL TECHNICIAN and EMERGENCY MEDICAL
TECHNICIAN (PARAMEDIC)**

II. DESCRIBE YOUR EXPERIENCE:

Beginning with your most recent, list all employment, military service, or volunteer experience that relates to the duties described for this position. We cannot interpret omissions or vagueness in your favor. You are responsible for an accurate and clear description of your experience. **DO NOT SEND YOUR RESUME.** Under DUTIES describe the nature of the work which you personally performed including the estimated percentage of time spent on each type of activity.

USE COPIES OF THIS PAGE IF MORE SPACE IS NEEDED

LENGTH OF EMPLOYMENT MO. YR. MO. YR. FROM TO	FIRM NAME	ADDRESS	CITY AND STATE
YOUR EXACT TITLE	DUTIES:		
NAME OF YOUR SUPERVISOR			
TELEPHONE NUMBER			

LENGTH OF EMPLOYMENT MO. YR. MO. YR. FROM TO	FIRM NAME	ADDRESS	CITY AND STATE
YOUR EXACT TITLE	DUTIES:		
NAME OF YOUR SUPERVISOR			
TELEPHONE NUMBER			

ADDITIONAL QUESTIONS

If you answer YES to any of these questions, please provide an explanation in the REMARKS section provided below:

1. Yes No Were you ever discharged from any employment except for lack of work, funds, disability or medical condition?
2. Yes No Did you ever resign from any employment rather than face a dismissal?

REMARKS:

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USE ADDITIONAL SHEETS IF NECESSARY TO COMPLETE INFORMATION