



CONTINUOUS RECRUITMENT OPEN-COMPETITIVE EXAMINATION

APPLICATIONS ACCEPTED CONTINUOUSLY TESTS HELD PERIODICALLY

Examination No. & Title	Salary Grade	Beginning Salary*
20-415 Engineer Trainee (Chemical)	Equated to G-18	\$61,270
20-416 Engineer Trainee (Civil)	Equated to G-18	\$61,270
20-417 Engineer Trainee (Civil/Construction)	Equated to G-18	\$61,270
20-418 Engineer Trainee (Civil/Geotechnical)	Equated to G-18	\$61,270
20-419 Engineer Trainee (Civil/Structural)	Equated to G-18	\$61,270
20-420 Engineer Trainee (Civil/Transportation)	Equated to G-18	\$61,270
20-421 Engineer Trainee (Electrical)	Equated to G-18	\$61,270
20-422 Engineer Trainee (Environmental)	Equated to G-18	\$61,270
20-423 Engineer Trainee (Fire Protection)	Equated to G-18	\$61,270
20-424 Engineer Trainee (Gas Pipeline Safety)	Equated to G-18	\$61,270
20-425 Engineer Trainee (Mechanical)	Equated to G-18	\$61,270
20-426 Engineer Trainee (Mechanical/HVAC)	Equated to G-18	\$61,270
*Thruway Authority	Equated to G-18	\$57,803
*Canal Corporation	Equated to G-18	\$60,069

ONLINE APPLICATION PROCESS ONLY at <https://www.cs.ny.gov/engineering/oc/>

NO APPLICATION PROCESSING FEE REQUIRED

Appointees who work in the five boroughs of New York City or in Nassau, Suffolk, Rockland, or Westchester Counties will receive an additional \$3,026 annual downstate adjustment. Appointees who work in Dutchess, Orange, or Putnam Counties will receive an additional \$1,513 annual mid-Hudson adjustment.

Engineering Traineeship Program: As an Engineer Trainee, you will serve a 24-month traineeship that leads to Assistant Engineer, Grade 20. To advance to Assistant Engineer, you must have obtained proof of passing the National Council of Examiners for Engineering and Surveying (NCEES) Fundamentals of Engineering Examination (FE) and successfully completed the requirements of the traineeship to the satisfaction of the appointing authority. At the discretion of the appointing authority, early advancement to Assistant Engineer is possible if you have obtained your FE and have successfully completed twelve months of the traineeship. It is your responsibility to notify the appointing authority's personnel office upon obtaining proof of passing the FE. You may receive an increase in salary upon obtaining your FE. Information about this increase will be provided by the appointing authority.

MINIMUM QUALIFICATIONS: On or before the date of filing your application, you must have:

- Either 1. a bachelor's degree or higher in engineering or engineering technology as listed below;
- Or 2. proof of passing the NCEES Fundamentals of Engineering Examination (FE) AND one year of full-time engineering experience as listed below.

Note: If you are only eligible to apply under Option 1, you may apply if you expect to meet the educational requirements within six months of the filing date of your examination application. You may be considered for employment, but cannot be appointed, until you submit proof to the hiring agency that you completed the educational requirements. Failure to meet the educational requirements within six months of submitting your examination application may result in removal of your name from the eligible list.

Qualifying Degrees and Experience:

For No. 20-415 (Chemical):

Qualifying degrees: Chemical Engineering, Plastics Engineering, or Engineering Science with a recognized concentration in Plastics or Chemical Engineering.

Qualifying experience: One year of full-time experience in chemical or plastics engineering.

For No. 20-416 (Civil):

Qualifying degrees: Civil Engineering, Civil Engineering Technology, Construction Engineering, Construction Engineering Technology, Construction Engineering Management, Construction Engineering Management Technology, Electrical Engineering, Electrical Engineering Technology, Electrical Power Engineering, Environmental Engineering, Environmental Engineering Technology, Environmental Design Engineering, Environmental Resources Engineering, Environmental Systems Engineering, Forest Engineering, Geological Engineering, Geotechnical Engineering, Hydraulics Engineering, Materials Engineering, Materials Science and Engineering, Mechanical Engineering, Mechanical Engineering Technology, Metallurgical and Materials Engineering, Structural Engineering, Transportation Engineering, Transportation Planning and Engineering, or Engineering Science with a recognized concentration in any of the above listed engineering degrees.

Qualifying experience: One year of full-time engineering experience in the design and construction of parks, roads, bridges, recreational facilities, water and/or wastewater treatment facilities.

For No. 20-417 (Civil/Construction):

Qualifying degrees: Architectural Engineering, Architectural Engineering Technology, Building Engineering, Civil Engineering, Civil Engineering Technology, Construction Engineering, Construction Engineering Technology, Construction Engineering Management, Construction Engineering Management Technology, Electrical Engineering, Electrical Engineering Technology, Electrical Power Engineering, Environmental Engineering, Environmental Engineering Technology, Environmental Design Engineering, Environmental Resources Engineering, Environmental Systems Engineering, Geological Engineering, Geotechnical Engineering, Hydraulics Engineering, Materials Engineering, Materials Science and Engineering, Mechanical Engineering, Mechanical Engineering Technology, Metallurgical and Materials Engineering, Structural Engineering, or Engineering Science with a recognized concentration in any of the above listed engineering degrees.

Qualifying experience: One year of full-time engineering experience related to construction project supervision of the structural and architectural elements of the building.

For No. 20-418 (Civil/Geotechnical):

Qualifying degrees: Civil Engineering, Civil Engineering Technology, Environmental Engineering, Environmental Engineering Technology, Environmental Design Engineering, Environmental Resources Engineering, Environmental Systems Engineering, Forest Engineering, Geological Engineering, Geotechnical Engineering, Materials Engineering, Materials Science and Engineering, Metallurgical and Materials Engineering, Structural Engineering, or Engineering Science with a recognized concentration in any of the above listed engineering degrees.

Qualifying experience: One year of full-time experience related to geotechnical engineering practices.

For No. 20-419 (Civil/Structural):

Qualifying degrees: Civil Engineering, Civil Engineering Technology, Materials Engineering, Materials Science and Engineering, Metallurgical and Materials Engineering, Structural Engineering, or Engineering Science with a recognized concentration in any of the above listed engineering degrees.

Qualifying experience: One year of full-time engineering experience in the analysis and design of steel framing, concrete framing, concrete foundations and seismic design.

For No. 20-420 (Civil/Transportation):

Qualifying degrees: Civil Engineering, Civil Engineering Technology, Construction Engineering, Construction Engineering Technology, Construction Engineering Management, Construction Engineering Management Technology, Geological Engineering, Geotechnical Engineering, Hydraulics Engineering, Materials Engineering, Materials Science and Engineering, Metallurgical and Materials Engineering, Structural Engineering, Transportation Engineering, Transportation Planning and Engineering, or Engineering Science with a recognized concentration in any of the above listed engineering degrees.

Qualifying experience: One year of full-time engineering experience with transportation projects related to highways/roadways, railroads, bridges, airports, waterways, building structures, or traffic management and safety systems.

For No. 20-421 (Electrical):

Qualifying degrees: Computer Engineering, Computer Engineering Technology, Electrical and Computer Engineering, Electrical Engineering, Electrical Engineering Technology, Electrical and Electronics Engineering, Electrical Power Engineering, Electronics Engineering, Electronics Engineering Technology, or Engineering Science with a recognized concentration in any of the above listed engineering degrees.

Qualifying experience: One year of full-time engineering experience in electrical systems.

For No. 20-422 (Environmental):

Qualifying degrees: Aeronautical Engineering, Aeronautical Engineering Technology, Chemical Engineering, Civil Engineering, Civil Engineering Technology, Environmental Engineering, Environmental Engineering Technology, Environmental Design Engineering, Environmental Resources Engineering, Environmental Systems Engineering, Forest Engineering, Geological Engineering, Geotechnical Engineering, Materials Engineering, Materials Science and Engineering, Mechanical Engineering, Mechanical Engineering Technology, Metallurgical and Materials Engineering, Paper Engineering, Petroleum Engineering, Plastics Engineering, Sanitary Engineering, Soil and Water Resources Engineering, Water Resources Engineering, or Engineering Science with a recognized concentration in any of the above listed engineering degrees.

Qualifying experience: One year of full-time experience in sanitary, public health or environmental engineering.

For No. 20-423 (Fire Protection):

Qualifying degrees: Civil Engineering, Civil Engineering Technology, Electrical Engineering, Electrical Engineering Technology, Electrical Power Engineering, Fire Protection Engineering, Hydraulics Engineering, Materials Engineering, Materials Science and Engineering, Mechanical Engineering, Mechanical Engineering Technology, Metallurgical and Materials Engineering, Structural Engineering, or Engineering Science with a recognized concentration in any of the above listed engineering degrees.

Qualifying experience: One year of full-time experience in fire protection engineering.

For No. 20-424 (Gas Pipeline Safety):

Qualifying degrees: Aeronautical Engineering, Aeronautical Engineering Technology, Architectural Engineering, Architectural Engineering Technology, Building Engineering, Ceramic Engineering, Chemical Engineering, Civil Engineering, Civil Engineering Technology, Computer Engineering, Computer Engineering Technology, Construction Engineering, Construction Engineering Technology, Construction Engineering Management, Construction Engineering Management Technology, Electrical Engineering, Electrical Engineering Technology, Electrical and Computer Engineering, Electrical and Electronics Engineering, Electrical Power Engineering, Electronics Engineering, Electronics Engineering Technology, Environmental Engineering, Environmental Engineering Technology, Environmental Design Engineering, Environmental Resources Engineering, Environmental Systems Engineering, Fire Protection Engineering, Forest Engineering, Geological Engineering, Geotechnical Engineering, Hydraulics Engineering, Industrial Engineering, Industrial Engineering Technology, Industrial and Systems Engineering, Materials Engineering, Materials Science and Engineering, Mechanical Engineering, Mechanical Engineering Technology, Metallurgical and Materials Engineering, Nuclear Engineering, Nuclear Engineering Technology, Paper Engineering, Petroleum Engineering, Plastics Engineering, Sanitary Engineering, Soil and Water Resources Engineering, Structural Engineering, Transportation Engineering, Transportation Planning and Engineering, Water Resources Engineering, or Engineering Science with a recognized concentration in any of the above listed engineering degrees.

Qualifying experience: One year of full-time experience performing engineering duties in hazardous liquid, petroleum, steam, or natural gas pipeline safety or enforcement.

For No. 20-425 (Mechanical):

Qualifying degrees: Aerospace Engineering, Architectural Engineering, Architectural Engineering Technology, Building Engineering, Construction Engineering, Construction Engineering Technology, Construction Engineering Management, Construction Engineering Management Technology, Fire Protection Engineering, Mechanical Engineering, Mechanical Engineering Technology, Nuclear Engineering, Nuclear Engineering Technology, or Engineering Science with a recognized concentration in any of the above listed engineering degrees.

Qualifying experience: One year of full-time experience in mechanical engineering.

For No. 20-426 (Mechanical/HVAC):

Qualifying degrees: Aerospace Engineering, Mechanical Engineering, Mechanical Engineering Technology, or Engineering Science with a recognized concentration in any of the above listed engineering degrees.

Qualifying experience: One year of full-time engineering experience in Mechanical/HVAC.

ELIGIBILITY: 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. Candidates who require sponsorship (for example, through the H1-B Visa Program) may apply. However, New York State agencies are not obligated to consider individuals who would require sponsorship for employment.

NOTES:

1. **Travel Requirement:** Appointment to certain positions may require extensive travel. Appointees to these positions may be required to operate a motor vehicle or otherwise demonstrate their capacity to meet the transportation needs of the job. If the position requires that you operate a motor vehicle, you must possess a driver's license valid in New York State at the time of appointment and continuously thereafter.
2. For No. 20-420 (Civil/Transportation): Appointment to some positions requires the ability to perform all the duties of the position including the ability to access all structures, which may include but is not limited to bridges, dams, and locks.
3. For Nos. 20-416 (Civil) and 20-422 (Environmental): Appointment to certain positions may require the use of personal protective equipment, including a respirator. The Department of Environmental Conservation (DEC) and the Department of Health (DOH) conduct a Medical Monitoring Program for employee safety purposes in which you may be required to participate. The Medical Monitoring Program is an OSHA requirement for employees who may be exposed to toxic and hazardous substances and it is a critical part of DEC's and DOH's Employee Health and Safety Program. The Medical Monitoring Program includes a baseline physical examination with periodic follow-up physical examination.
4. For No. 20-424 (Gas Pipeline Safety): Continued employment is dependent upon acquisition of various federally mandated certifications pertaining to pipelines and hazardous materials. Failure to obtain and maintain these certifications may result in termination of employment.
5. Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. You can write to the Examination Information Desk of the NYS Department of Civil Service for a list of acceptable companies who provide this service. This information can also be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.
6. There is no processing fee for this examination.
7. Appropriate part-time and volunteer experience, which can be verified, will be accepted on a prorated basis.
8. New York State residence is not required.
9. **Utility Engineering Specialist:** For positions at the Department of Public Service, the eligible lists for Engineer Trainee (various parentheses) may be used to fill positions of Utility Engineering Specialist, G-18 or Utility Engineering Specialist (Gas Pipeline Safety), G-18. If you are appointed to a Utility Engineering Specialist, G-18 or Utility Engineering Specialist (Gas Pipeline Safety), G-18 position, you will not serve in an Engineering Traineeship with advancement to the Assistant Engineer, G-20. Additionally, individuals who accept appointment to these titles will remain active for titles with traineeships that lead to Assistant Engineer, G-20.

THE POSITIONS: These positions exist in New York State agencies statewide.

DUTIES: As an **Engineer Trainee**, you will assist with providing engineering services in the specific engineering specialty to which you are appointed.

SUBJECT OF EXAMINATION: There will be no written test and no test date is involved. You will be required to complete an online questionnaire that will rate your education and/or proof of passing the National Council of Examiners for Engineering and Surveying (NCEES) Fundamentals of Engineering Examination (FE). **The online questionnaire IS YOUR TEST.** Failure to complete the online examination questionnaire/application correctly will result in disqualification. If disqualified, candidates must wait six months to re-apply.

The education and/or proof of passing the National Council of Examiners for Engineering and Surveying (NCEES) Fundamentals of Engineering Examination (FE) information provided by candidates on the online questionnaire will be rated according to the requirements of the title. Your ratings may vary when being scored for different engineering specialties. If you meet the minimum qualifications, your answers to the questionnaire will be the only basis for your score.

Your score will be calculated using the information you provide on your online questionnaire. If you receive a score based on an anticipated qualifying degree, you may not be appointed based on this score until you provide proof of completing the educational requirements to the hiring agency.

Ambiguity, vagueness, or omissions on the online questionnaire will not be decided in the candidate's favor. The information you provide in the online questionnaire is subject to verification. If references fail to respond or give contradictory information, you may be required to furnish written verification of the education, experience, or licensure claimed. False statements or lack of verification may result in a lower score, removal from the eligible list, or termination of employment.

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

Applicants are required to have a Personal NY.gov account and keep their email address up to date. The Department of Civil Service and other state agencies will communicate with you through email correspondence. This may include the notification of your test arrangements, examination results, and canvassing you for interest in appointment. It will be important for you to keep your email address, phone number, and mailing address current by logging into <https://www.cs.ny.gov/home/myaccount>.

HOW TO APPLY: For instructions on the Application Process go to the New York State Careers in Engineering website at <https://www.cs.ny.gov/engineering/oc/>.

Recruitment needs vary by agency. Agencies will score online questionnaires when additional eligible candidates are needed to fill positions. Agencies may also periodically score online questionnaires to prepare for future recruitment needs. Questions about position availability can be answered by the hiring agency contact. Once added to an agency eligible list, candidates will have a two-year period of eligibility for appointment from that list. You can re-apply as frequently as every six months.

RETEST POLICY: Qualified candidates may file as frequently as once every six months, but a new online examination questionnaire/application is required each time.

ADDITIONAL INFORMATION

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 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.

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.

REASONABLE ACCOMMODATIONS IN TESTING: It is the policy of the Department of Civil Service, in accordance with the New York State Human Rights Law and the Americans with Disabilities Act, to provide qualified persons with disabilities equal employment opportunity and equal opportunity to participate in and receive the benefits, services, programs, and activities of the Department. It is the policy of the Department to provide such persons reasonable accommodations and reasonable modifications as are necessary to provide equal opportunity. Persons with disabilities who require an accommodation to participate in an examination must note this on their application. Further information is available from the Test Administration Unit of the Department of Civil Service. In the Albany area, call 518-457-2487. Outside of the Albany area, call toll free at 1-877-697-5627. For TDD services, call NY Relay at 711 (requires a fee) or 1-800-662-1220.

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.