

**Titles Approved for Use by Local Civil Service Agencies Pursuant to
the NYS HELPS Program - Local**

The listing of a title here does not guarantee that there are current vacancies in the title. This listing was most recently updated on July 10, 2024.

Local Civil Service Agency	Title(s) Approved for Use	Contact Information
Albany County	Account Clerks I (HELP Program)	Albany County Department of Civil Service 112 State Street 9th Floor, Suite 900 Albany, NY 12207 Telephone: (518) 447-7770
	Account Clerks II (HELP Program)	
	Account Clerks III (HELP Program)	
	Administrative Aides (HELP Program)	
	Administrative Assistants I (HELP Program)	
	Assistant Library Directors III (HELP Program)	
	Budget Analysts (HELP Program)	
	Campus Services Coordinators (HELP Program)	
	Caseworkers (HELP Program)	
	Chief Maintenance Mechanics (Water Purification District) (HELP Program)	
	Chief Process Operators (Water Purification District) (HELP Program)	
	Clerks I (HELP Program)	
	Crime Victim Therapists (Child) (HELP Program)	
	Digital Content Specialists (BOCES) (HELP Program)	
	Disease Intervention Specialists (HELP Program)	
	Eligibility Clerks (DSS) (HELP Program)	
	Eligibility Examiner I's (HELP Program)	
	Executive Assistants to the Mayor - Infrastructure (Village of Green Island) (HELP Program)	
	Facilities Mechanics (HELP Program)	
	Grant Writers (BOCES) (HELP Program)	
	Graphic Artists (HELP Program)	
	Help Desk Technician Trainees (BOCES) (HELP Program)	
	Help Desk Technicians (BOCES) (HELP Program)	
	Internal Affairs Investigators (HELP Program)	
	Keyboard Specialists (HELP Program)	
	Laboratory Technicians (HELP Program)	
	Legal Secretaries (HELP Program)	
	Library Directors II (HELP Program)	
	Mental Health Clinicians (HELP Program)	
	Mental Health Clinicians II (HELP Program)	
	Network and Systems Technicians (BOCES) (HELP Program)	
	Office Coordinators (HELP Program)	
	Paralegals (HELP Program)	
	Personnel Assistants I (HELP Program)	
	Personnel Assistants II (HELP Program)	
	Personnel Program Administrators (HELP Program)	
	Probation Assistants (HELP Program)	
	Probation Officer I Trainees (HELP Program)	
	Process Operators I (HELP Program)	
	Process Operators II (HELP Program)	
	Process Operators III (HELP Program)	
	Program Coordinators I (Administrative Services) (HELP Program)	
	Project Specialists (HELP Program)	
	Public Health Educators (HELP Program)	
	Public Health Sanitarian I's (HELP Program)	
	Public Information Specialists (BOCES) (HELP Program)	
	School Lunch Directors (BOCES) (HELP Program)	
	Secretaries I (HELP Program)	
	Secretaries II (HELP Program)	
	Security Guards (HELP Program)	
Senior Account Clerks (HELP Program)		
Senior Keyboard Specialists (HELP Program)		
Senior Network and Systems Technicians (BOCES) (HELP Program)		
Special Project Coordinators (HELP Program)		
Storekeepers (Mechanical) (HELP Program)		
Support Investigators (HELP Program)		
Telecommunicators (HELP Program)		
Broome County	Account Clerks(s) (HELP Program)	Broome County Department of Personnel P.O. Box 1766, Governmental Plaza 60 Hawley Street Binghamton, NY 13902 Telephone: (607) 778-2222
	Case Aide(s) (HELP Program)	
	Caseworker Trainee(s) (HELP Program)	
	Caseworker(s)-DSS (HELP Program)	
	Clerks(s) (HELP Program)	
	Community Services Worker(s) (HELP Program)	
	Data Entry Machine Operator(s) (HELP Program)	
	Emergency Services Dispatcher I(s) (HELP Program)	
	Employment & Training Counselor(s) (HELP Program)	
	Keyboard Specialist(s) (HELP Program)	
	Library Clerks(s) (HELP Program)	
	Principal Account Clerk(s) (HELP Program)	
	Principal Clerk(s) (HELP Program)	
	Public Health Sanitarian(s) (HELP Program)	
	Receptionist(s) (HELP Program)	

Local Civil Service Agency	Title(s) Approved for Use	Contact Information
	Senior Account Clerk(s) (HELP Program) Senior Clerk(s) (HELP Program) Senior Typist(s) (HELP Program) Social Service Examiner(s) (HELP Program) Support Investigator(s) (HELP Program) Typist(s) (HELP Program)	
Cattaraugus County	Eligibility Workers (HELP Program) Social Services Examiner Trainees (HELP Program)	Cattaraugus County Civil Service 303 Court Street 2nd Floor Little Valley, NY 14755 Telephone: (716) 938-2281
Cayuga County	Human Services Examiners (HELP Program)	Cayuga County Civil Service Commission 160 Genesee Street 2nd Floor Auburn, NY 13021 Telephone: (315) 253-1284
Chenango County	Administrator of County Health Plan (HELP Program) Benefits Administrator (HELP Program) Caseworkers (HELP Program) Computer Programmer/Analysts (HELP Program) County Fire Coordinator and Director of Emergency Management (HELP Program) Deputy Administrator of County Health Plan (HELP Program) Deputy Director of Community Services (HELP Program) Deputy Director of Public Facilities (HELP Program) Deputy Director, Office of the Aging (HELP Program) Deputy Personnel Officer (HELP Program) Director of Children's Services (HELP Program) Director of Mental Health Integrated Services (HELP Program) Director of School Based Services (HELP Program) Director of Substance Use Disorder Integrated Services (HELP Program) Disbursements Clerk (HELP Program) Licensed Clinicians (HELP Program) Motor Vehicle Clerks (HELP Program) Network Technicians (HELP Program) Outreach Workers (HELP Program) Payroll Administrator (HELP Program) Planners (HELP Program) Program Aides (HELP Program) Recording Clerks (HELP Program) Senior Outreach Workers (HELP Program) Senior Social Welfare Examiners (HELP Program) Social Welfare Examiners (HELP Program) Staff Development Coordinator (HELP Program)	Chenango County Personnel/ Civil Service Office 5 Court Street 2nd Fl, Rm 108 Norwich, NY 13815 Telephone: (607) 337-1470
Clinton County	Accountants (HELP Program) Administrative Aides (HELP Program) Assessment Control Examiners (HELP Program) Assessors (HELP Program) Assistant Chief Wastewater TPOs (HELP Program) Caseworkers (HELP Program) Emergency Communications Dispatchers (HELP Program) Mental Health Clinicians I (HELP Program) Public Health Educators (HELP Program) Public Health Sanitarians (HELP Program) Services for the Aging Specialists (HELP Program) Social Welfare Examiners (HELP Program) Social Workers I (HELP Program)	Clinton County Department of Personnel 137 Margaret Street 2nd Floor, Room 212 Plattsburgh, NY 12901 Telephone: (518) 565-4676
Town of Colonie	Public Safety Dispatchers (HELP Program)	Town of Colonie Civil Service Department Memorial Town Hall, 2nd Fl. 534 New Loudon Road Latham, NY 12110 Telephone: (518) 783-2721
Columbia County	Aging Services Program Managers (HELP Program) Behavioral Health Care Coordinators (HELP Program) Behavioral Health Social Workers (HELP Program) Caseworker Assistants (HELP Program) Caseworkers (HELP Program) Child Support Specialists (HELP Program) Community Services Aides (HELP Program) Crisis Intervention Workers (HELP Program) Early Intervention Service Coordinators (HELP Program) Healthy Neighborhood Specialists (HELP Program) Peer Behavioral Health Care Coordinators (HELP Program) Personnel Assistants (HELP Program) Public Health Educators (HELP Program) Public Health Technicians (HELP Program) Senior Account Clerks (HELP Program)	Columbia County Civil Service Commission 401 State Street 3rd Floor, Room 4c Hudson, NY 12534 Telephone: (518) 828-6622

Local Civil Service Agency	Title(s) Approved for Use	Contact Information
Cortland County	Senior Behavioral Health Social Workers (HELP Program) Social Welfare Examiners (HELP Program) Administrative Assistant to the Plan Administrator (HELP Program) Aging Services Specialists (HELP Program) Assistant Landfill Supervisor (HELP Program) Building Maintenance Foreperson (HELP Program) Case Aides (HELP Program) Case Managers for Indigent Defendants (HELP Program) Caseworkers (HELP Program) Community Outreach Educators (HELP Program) Compliance/Privacy Officer (HELP Program) Crime Victim Advocate (HELP Program) Deputy Director of Finance (HELP Program) Deputy Workforce Development Director (HELP Program) Director of Environmental Health (HELP Program) Director of Weights and Measures (HELP Program) Directors of Social Services (HELP Program) Dispatchers (HELP Program) Executive Administrative Officers (HELP Program) Executive Assistant to the District Attorney (HELP Program) Family Advocates (HELP Program) Information Processing Clerks (HELP Program) Land Use Planner (HELP Program) Medical Services Clerks (HELP Program) Mental Health Clinicians (HELP Program) Paralegals (HELP Program) Payroll Coordinator (HELP Program) Principal Account Clerks (HELP Program) Probation Officers I (HELP Program) Public Health Educators (HELP Program) Public Health Sanitarians (HELP Program) Recycling Coordinator (HELP Program) Senior Account Clerks (HELP Program) Senior Case Aides (HELP Program) Senior Public Health Educators (HELP Program) Senior Social Welfare Examiners (HELP Program) Senior Support Investigators (HELP Program) Social Welfare Examiner Trainees (HELP Program) Superintendent of Buildings and Grounds (HELP Program) Supervisor, Solid Waste Management (HELP Program) Support Investigators (HELP Program) Technical Communications Officer (HELP Program)	Cortland County Personnel/Civil Service Department 60 Central Avenue 1st Floor, Room 112 Cortland, NY 13045 Telephone: (607) 753-5076
New York City Department of Citywide Administrative Services	Laboratory Associate (HELP Program) Public Health Educators (HELP Program) School Food Service Managers Special Officers (HELP Program)	NYC Dept of Citywide Administrative Services 1 Centre Street 17th Floor New York, NY 10007 Telephone: (212) 669-1357
Dutchess County	Case Managers I (HELP Program) Case Managers II (CPS) (HELP Program) Police Aides (HELP Program) Police Dispatchers (HELP Program) Social Welfare Workers I (HELP Program)	Dutchess County Department of Human Resources 22 Market Street 5th Floor Poughkeepsie, NY 12601 Telephone: (845) 486-2169
Erie County	Case Managers – Senior Services (HELP Program) Caseworkers - Arabic Speaking (HELP Program) Caseworkers - Bengali Speaking (HELP Program) Caseworkers - Karen Speaking (HELP Program) Caseworkers - Spanish Speaking (HELP Program) Caseworkers (HELP Program) Child Support Investigators - Spanish Speaking (HELP Program) Child Support Investigators (HELP Program) Detention Facility Guards (HELP Program) Detention Home Intake Workers (HELP Program) Juvenile Justice Counselors (HELP Program) Social Welfare Examiners - Arabic Speaking (HELP Program) Social Welfare Examiners - Somali Speaking (HELP Program) Social Welfare Examiners - Spanish Speaking (HELP Program) Social Welfare Examiners (HELP Program) Youth Detention Workers (HELP Program)	Erie County Department of Personnel 95 Franklin Street 6th Floor, Room 604 Buffalo, NY 14202 Telephone: (716) 858-8484
Essex County	Caseworkers (HELP Program) Emergency Services Call Taker - Dispatchers (HELP Program) Social Services Workers (HELP Program)	Essex County Department of Personnel & Civil Service Essex County Government Center 7551 Court Street, Po Box 217 Elizabethtown, NY 12932 Telephone: (518) 873-3360

Local Civil Service Agency	Title(s) Approved for Use	Contact Information
Franklin County	Case Services Aides (HELP Program) Caseworkers (HELP Program) E911 Dispatcher Trainees (HELP Program) Social Welfare Examiners (HELP Program)	Franklin County Personnel Office Court House, 3rd Floor 355 West Main Street, Suite 311 Malone, NY 12953 Telephone: (518) 481-1676
Genesee County	Accounting Supervisors (HELP Program) Assistant Social Workers II (HELP Program) Case Managers - Genesee Justice (HELP Program) Case Managers II (HELP Program) Caseworkers (HELP Program) Clerk-Typists (HELP Program) Community Service/Victim Assistants (HELP Program) Community Victim/Services Counselors (HELP Program) Electronic Health Records Program Specialists (HELP Program) Emergency Services Dispatchers (HELP Program) Financial Clerk-Typists (HELP Program) Housing Coordinators (HELP Program) Intake Clerks (HELP Program) Legal Clerk Typists (HELP Program) Mental Health Clinical Social Workers (HELP Program) Mental Health Clinical Therapists (HELP Program) Motor Vehicle Service Representatives (HELP Program) Principal Clerks (HELP Program) Recording Clerks (HELP Program) Secretaries (HELP Program) Senior Engineering Technicians (HELP Program) Senior Financial Clerk-Typists (HELP Program) Senior Planners (HELP Program) Social Welfare Examiners (HELP Program) Social Workers - Public Defender (HELP Program) Supervising Clinical Social Workers - Justice for Children Advocacy Center (HELP Program) Supervising Mental Health Clinical Therapists (HELP Program) Transportation Supervisors (HELP Program)	Genesee County Human Resources 15 Main Street County Building 1 Batavia, NY 14020 Telephone: (585) 344-2550
Greene County	Account Clerks (HELP Program) Community Services Workers (HELP Program) Director of Community Wellness Programs (HELP Program) Emergency Operations Dispatcher Trainees (HELP Program) Emergency Operations Dispatchers (HELP Program) Medical Receptionists (HELP Program) Mental Health Claims Processors (HELP Program) Mental Health Specialists (HELP Program) Receptionist/Typists (HELP Program) Senior Account Clerks (HELP Program) Sheriff's Civil Office Coordinators (HELP Program) Social Welfare Examiners (HELP Program) Welfare Management Systems Coordinators (HELP Program)	Greene County Civil Service Commission 411 Main Street, 3rd Floor Catskill, NY 12414 Telephone: (518) 719-3253
Herkimer County	Assistant Wastewater Treatment Plant Operators (HELP Program) Building Maintenance Forepersons (HELP Program) Building Maintenance Mechanics (Town of Webb) (HELP Program) Casework Aides (HELP Program) Caseworkers (HELP Program) Child Protective Services Caseworkers (HELP Program) Civil Clerks (HELP Program) Correction Services Coordinators (HELP Program) Deputy Village Clerks (HELP Program) Deputy Village Treasurers (HELP Program) Domestic Terrorism Coordinators (HELP Program) Law Clerks (HELP Program) Natural Resource Conservation Technicians (HELP Program) Public Safety Telecommunicators (HELP Program) Recreation Managers (HELP Program) School Facilities Advisors (HELP Program) School Safety Officers (HELP Program) Senior Automotive Mechanics (HELP Program) Senior Building Maintenance Mechanics (HELP Program) Social Welfare Examiners (HELP Program) Tax Map Technicians (HELP Program) Typists (HELP Program) Wastewater Treatment Plant Shift Operators (HELP Program) Water Plant Attendants (HELP Program)	Herkimer County Personnel Department 109 Mary Street Suite 1304 Herkimer, NY 13350 Telephone: (315) 867-1115
Livingston County	Caseworker Trainees - HELP Program Civilian Dispatchers - HELP Program Mental Health Clinical Therapists - HELP Program Mental Health Licensed Therapists - HELP Program Social Welfare Examiners - HELP Program	Livingston County Personnel Office 6 Court Street 2nd Floor, Room 206 Geneseo, NY 14454 Telephone: (585) 243-7570

Local Civil Service Agency	Title(s) Approved for Use	Contact Information
Madison County	Case Assistants (HELP Program) Caseworkers (HELP Program) Public Safety Communicators (HELP Program) Social Welfare Examiner Trainees (HELP Program) Social Welfare Examiners (HELP Program) Staff Social Workers (HELP Program)	Madison County Personnel/Civil Service Department County Office Bldg, 2nd Fl 138 North Court Street, Po Box 636 Wampsville, NY 13163 Telephone: (315) 366-2341
Monroe County	Caseworkers - Bilingual (HELP Program) Caseworkers (HELP Program) Examiners (HELP Program) Examiners Bilingual (HELP Program) Public Health Sanitarians (HELP Program)	Monroe County Department of Human Resources County Office Building, Room 210 39 West Main Street Rochester, NY 14614-1471 Telephone: (585) 753-1700
Montgomery County	Clerk Typists (HELP Program) Coordinated Children's Services Program Specialists (HELP Program) Economic Development Specialists (HELP Program) Fiscal Technicians (HELP Program) Human Resources Financial Assistants (HELP Program) Index Recording Clerks (HELP Program) Legal Clerk Typists (HELP Program) Long Term Care Coordinators (HELP Program) Micro-Computer Technicians (HELP Program) Motor Vehicle Clerks (HELP Program) Paralegals (HELP Program) Personnel Assistants (HELP Program) Public Health Program Coordinators (HELP Program) Public Health Social Work Assistants (HELP Program) Receptionists (HELP Program) Records Management Clerks (HELP Program) Safety Coordinators (HELP Program) Secretary to Assigned Counsel Administrators (HELP Program) Security Officers (HELP Program) Senior Account Clerk Typists (HELP Program) Senior Clerk Typists (HELP Program) Senior Motor Vehicle Clerks (HELP Program) Senior Support Investigators (HELP Program) Social Services Investigative Coordinators (HELP Program) Welfare Employment Representatives (HELP Program)	Montgomery County Personnel Department P.o. Box 1500 County Annex, 20 Park St. Rm.107 Fonda, NY 12068-1500 Telephone: (518) 853-8368
Nassau County	Caseworkers I Bilingual (Haitian-Creole) (HELP Program) Child Support Investigators I Bilingual (Spanish)(HELP Program) Laboratory Technicians I (HELP Program) Laboratory Technicians II (HELP Program) Medical Social Workers I (HELP Program) Medical Social Workers I, Bilingual (HELP Program) Pharmacy Technicians I (HELP Program) Psychiatric Social Workers I (HELP Program) Psychiatric Social Workers I Bilingual (HELP Program) Respiratory Therapists I (HELP Program) Respiratory Therapists II (HELP Program) Social Welfare Examiners I Bilingual (Haitian-Creole)(HELP Program) Social Welfare Examiners I Bilingual (Spanish)(HELP Program)	Nassau County Civil Service Commission 40 Main Street 2nd Floor Hempstead, NY 11550 Telephone: (516) 572-1882
Niagara County	Assistant Public Health Engineers (HELP Program) Audio/Visual Assistants (HELP Program) Behavior Specialist (HELP Program) Budget Assistant (HELP Program) Building Maintenance Mechanics (HELP Program) Care Services Coordinators, Early Intervention Program (HELP Program) Caseworkers (HELP Program) Chief Tax Clerk (HELP Program) Community Mental Health Aides (HELP Program) Crime Analyst (HELP Program) Crisis Services Phone Aides (HELP Program) Crisis Services Phone Aides p/t (HELP Program) Electronics Technician Wastewater (HELP Program) Employment & Training Assistants (HELP Program) Environmental Analyst (HELP Program) General Mechanics (HELP Program) General Repair Persons II (HELP Program) GIS Analyst (HELP Program) Golf Director (HELP Program) Invasive Species Technicians (HELP Program) Junior Civil Engineers (HELP Program) Licensed Clinicians (HELP Program) Licensed Clinicians p/t (HELP Program) Mental Health Outpatient Clinic Program Manager (HELP Program) Senior Duplicating Machine Operator (HELP Program) Senior Engineering Aides (HELP Program)	Niagara County Civil Service 111 Main Street Ground Level, Suite G-2 Lockport, NY 14094 Telephone: (716) 438-4071

Local Civil Service Agency	Title(s) Approved for Use	Contact Information
	Senior Financial Aid Clerks (HELP Program) Senior Licensed Clinicians (HELP Program) Social Services Workers (HELP Program) Supervising Public Health Engineers (HELP Program) Supervisor of Sewer Maintenance (HELP Program) Tax Clerks (HELP Program) Tax Map Technicians (HELP Program) Transportation Coordinator (HELP Program)	
Oneida County	Case Managers (HELP Program) Caseworker Assistants (HELP Program) Caseworkers (HELP Program) Code Enforcement Officer Trainees (HELP Program) Code Enforcement Officers (HELP Program) Probation Assistants (HELP Program) Probation Officer 1 Trainees (HELP Program) Probation Officer 1s (HELP Program) Public Health Technician Is (HELP Program) Public Safety Telecommunicators (HELP Program) Social Workers (HELP Program)	Oneida County Department of Personnel 800 Park Avenue 6th Floor Utica, NY 13501 Telephone: (315) 798-5726
Oneonta City	Chief Water Treatment Plant Operator Type A Plant (HELP Program) Civilian Dispatchers (HELP Program) Laboratory Technicians (Water and Wastewater Treatment) (HELP Program) Senior Wastewater Treatment Plant Operators Grade 4 Plant (HELP Program) Water and Sewer Supervisors (HELP Program)	Oneonta City Civil Service Commission City Hall -2nd Floor 258 Main Street Oneonta, NY 13820 Telephone: (607) 432-0670
Onondaga County	Caseworkers (HELP Program) Child Care Workers I (HELP Program) Community Service Workers (HELP Program) Employment Counselors I (HELP Program) Environmental Health Technicians I (HELP Program) Income Maintenance Workers (HELP Program) Nutrition Assistants (HELP Program) Nutritionists (HELP Program) Public Health Educators (HELP Program) Public Health Social Work Assistants (HELP Program) Public Health Social Work Assistants (Spanish Speaking) (HELP Program) Public Safety Dispatchers (HELP Program) Public Safety Telecommunicators (HELP Program) Sanitarians I (HELP Program) Social Services Examiners I (HELP Program) Support Enforcement Officers (HELP Program) WIC Assistants (HELP Program) WIC Assistants (Spanish Speaking) (HELP Program)	Onondaga County Department of Personnel John H. Mulroy Civic Center 421 Montgomery St, 13th Fl. Syracuse, NY 13202 Telephone: (315) 435-3537
Ontario County	Administrative Aides (HELP Program) Administrative Aides (HELP Program) (in City of Geneva) Caseworkers (HELP Program) Civil Engineers (HELP Program) Code Enforcement Officers (HELP Program) Community Mental Health Professionals (HELP Program) Coordinator of Family Services (Head Start) (HELP Program) Coordinators, Services for the Aging (HELP Program) Deputy Director of Public Works (HELP Program) Director of Public Works (Canandaigua) (HELP Program) Dispatcher IIs (HELP Program) Finance Clerk IIs (HELP Program) Fiscal Managers (HELP Program) Index Clerks (HELP Program) Information Technology Project Managers (HELP Program) Junior Engineers (HELP Program) Legal Record Clerks (HELP Program) Mental Health Service Coordinator (HELP Program) Payroll Specialists (HELP Program) Project Managers (HELP Program) Receptionists (HELP Program) Safety Coordinator (HELP Program) Secretary Is (HELP Program) (in BOCES) Secretary Is (HELP Program) (in Canandaigua City School District) Senior Account Clerks (HELP Program) Senior Account Clerk-Typists (HELP Program) Social Welfare Examiners (HELP Program) Specialists, Services for the Aging (HELP Program) Support Investigators (HELP Program) Sustainability Assistant (HELP Program) Water and Sewer Superintendent (Town of Farmington) (HELP Program) Zoning Inspectors (HELP Program)	Ontario County Department of Human Resources 3019 County Complex Drive 2nd Floor, Room 206 Canandaigua, NY 14424 Telephone: (585) 396-4465
	Aging Services Specialists (NY HELPS Program) Aging Services Specialists (Spanish/English Speaking) (NY HELPS Program) Assistant Safety and Lost Control Specialist (NY HELPS Program)	

Local Civil Service Agency	Title(s) Approved for Use	Contact Information
Orange County	Caseworker Assistants (HELP Program) Clerks (Yiddish/English Speaking) (NY HELPS Program) Community Development Project Manager (NY HELPS Program) Deputy Risk Management Officer (NY HELPS Program) Executive Assistants (NY HELPS Program) Executive Secretary and Administrative Assistants (NY HELPS Program) Fiscal Directors (NY HELPS Program) HVAC Technicians (NY HELPS Program) Ombudsman(s) (NY HELPS Program) Paralegal(s) (NY HELPS Program) Principal Clerks (NY HELPS Program) Receptionists (Spanish/English Speaking) (NY HELPS Program) Senior Legal Secretary(s) (NY HELPS Program) Staff Social Workers (HELP Program) Staff Social Workers (Spanish/English Speaking)(HELP Program) Staff Social Workers PT (HELP Program) Typists (Spanish/English Speaking) (NY HELPS Program)	Orange County Department of Human Resources 255 Main Street Orange County Government Center Goshen, NY 10924 Telephone: (845) 291-2707
Oswego County	Accountants (HELP Program) Accountants (in school districts) (HELP Program) Administrative Services Assistant (HELP Program) Associate Planners (HELP Program) Building Maintenance Technician Supervisor (HELP Program) Caseworker Aides (HELP Program) Caseworkers (HELP Program) Chief Maintenance Mechanic (ERF) (HELP Program) Chief Wastewater Treatment Plant Operator (HELP Program) Cleaning Supervisor (HELP Program) Community Service Workers (HELP Program) Computer Services Assistants (HELP Program) Computer Services Assistants (Schools) (HELP Program) Computer Specialists (HELP Program) Coordinator of Recreation and Youth Development (HELP Program) Director of Integrated Services (HELP Program) Director of Records Management (HELP Program) Director of Recreation and Youth Development (HELP Program) Employment Specialist Assistants (HELP Program) Employment Specialists (HELP Program) Epidemiologists (HELP Program) Geographic Information Specialists (HELP Program) Health Program Specialists (HELP Program) Human Resources Technician (HELP Program) Landfill Supervisor(HELP Program) Public Health Sanitarians (HELP Program) Public Health Technicians (HELP Program) Real Property Data Assistant (HELP Program) Real Property Data Coordinator Trainee (HELP Program) Senior Account Clerks (HELP Program) Senior Accountants (HELP Program) Senior Benefits Assistant (HELP Program) Senior Health Program Specialists (HELP Program) Senior Human Resources Assistant (HELP Program) Senior Paralegals (HELP Program) Senior Youth Services Specialist (HELP Program) Social Welfare Examiners (HELP Program) Support Examiners (HELP Program)	Oswego County Human Resources Department County Office Bldg., 3rd Fl. 246 East Bridge Street Oswego, NY 13126 Telephone: (315) 349-8209
Putnam County	Caseworkers (HELP Program) Caseworkers (Spanish-Speaking) (HELP Program) Child Protective Services Caseworkers (HELP Program) Child Protective Services Caseworkers (Spanish-Speaking) (HELP Program) Emergency Services Dispatchers (HELP Program) Emergency Services Dispatchers (Spanish Speaking) (HELP Program) Police Dispatchers (HELP Program) Police Dispatchers (Spanish Speaking) (HELP Program)	Putnam County Personnel Department County Govt. Campus -Bldg 3 110 Old Route 6 Carmel, NY 10512 Telephone: (845) 808-1650
Rensselaer County	Caseworker Trainees (HELP Program) Caseworkers (HELP Program) Communication Officers (HELP Program) Social Welfare Examiners (HELP Program)	Rensselaer County Civil Service Commission 99 Troy Road, Suite 305 East Greenbush, NY 12061 Telephone: (518) 270-2946
Rochester City	911 Telecommunicators (HELP Program)	City of Rochester Civil Service Commission City Hall -Room 103a 30 Church Street Rochester, NY 14614 Telephone: (585) 428-7115
	Assistant Maintenance Supervisors (Sewerage Systems) (HELP Program) Assistant Operator, Grade II-A (Water Treatment) and System Supervisors I (HELP Program) Assistant Operators, Grade 3A (Wastewater) (HELP Program) Assistant Operators, Grade II-B (Water Treatment) (HELP Program)	

Local Civil Service Agency	Title(s) Approved for Use	Contact Information
Rockland County	Assistant Plant Operators I (HELP Program) Assistant Plant Operators II (HELP Program) Assistant Trips Operations Supervisors (HELP Program) Auditors (Social Services) (HELP Program) Caseworkers (Spanish Speaking) (HELP Program) Chief Disptachers (HELP Program) Chief Operator, Grade 2A (Wastewater) and System Supervisors II (HELP Program) Chief Operator, Gradel-A (Water Treatment) and System Supervisors II (HELP Program) Chief Operators, Grade 4A (Wastewater) (HELP Program) Chief Operators, Grade I-B (Water Treatment) (HELP Program) Labor Relations Specialists (HELP Program) Radio Operators I (HELP Program)	Rockland County Department of Personnel 50 Sanatorium Road, Building A 7th Floor Pomona, NY 10970 Telephone: (845) 364-3737
Saratoga County	Aging Services Assistant(s) HELP Aging Services Specialist(s) HELP Caseworker(s) HELP Desk Officers HELP Public Health Specialist Trainee(s) HELP Social Welfare Examiner(s) HELP	Saratoga County Department of Human Resources County Building 1 40 McMaster Street Ballston Spa, NY 12020 Telephone: (518) 885-2225
Schenectady County	Casework Assistants (HELP Program) Caseworker Trainees (HELP Program) Caseworkers (Child Welfare) (HELP Program) Caseworkers (HELP Program) Caseworkers (Spanish Speaking) (HELP Program) Eligibility Clerks (HELP Program) Public Health Assistants (HELP Program) Public Health Sanitarians (HELP Program) Public Health Specialists (HELP Program) Public Health Technicians (HELP Program) Public Safety Dispatchers I (HELP Program) Social Welfare Examiners (HELP Program) Social Welfare Examiners (Spanish Speaking) (HELP Program)	Schenectady County Civil Service Commission 620 State Street 2nd Floor Schenectady, NY 12305 Telephone: (518) 388-4233
Schoharie County	Account Clerk-Typists (NY HELPS) Accountant & Budget Analysts (NY HELPS) Accounting Associate IIs (NY HELPS) Accounting Associate Is (NY HELPS) Accounting Supervisor (Grade Bs) (NY HELPS) Administrative Support IIIs (NY HELPS) Administrative Support IIs (NY HELPS) Administrative Support Is (NY HELPS) Aging Services Assistants (NY HELPS) Aging Services Specialist IIIs (NY HELPS) Aging Services Specialist IIs (NY HELPS) Aging Services Specialists (NY HELPS) C.D. Clinic Program Coordinators (NY HELPS) Casework Assistants (HELP Program) Caseworkers (HELP Program) Codes Enforcement Officers (NY HELPS) Custodians (NY HELPS) Department Business Manager IIs (NY HELPS) Deputy Court Clerks (NY HELPS) Deputy Director of Community Services (NY HELPS) Development Specialist for Agricultural Business (NY HELPS) Early Intervention Service Coordinator (NY HELPS) Economic Development Coordinator (NY HELPS) Legal Assistants (NY HELPS) Licensed Staff Clinicians (NY HELPS) Licensed Staff Clinicians (HELP Program) Linemen (NY HELPS) Motor Vehicle Representative Is (NY HELPS) Museum Curator Assistant (NY HELPS) Office & Keyboard Workers (NY HELPS) Personnel Clerks (NY HELPS) Planners (NY HELPS) Preschool Special Needs Coordinator (NY HELPS) Public Health Preparedness Coordinator (NY HELPS) Public Health Program Specialist (NY HELPS) Public Health Sanitarians (NY HELPS) Public Health Technicians (NY HELPS) Recovery Peer Advocate (NY HELPS) Safety Officer (NY HELPS) Secretaries to the Chief of Police (NY HELPS) Senior Account Clerk-Typists (NY HELPS) Senior Personnel Assistants (NY HELPS) Senior Public Health Sanitarians (NY HELPS) Senior Staff Social Worker-Community Services (NY HELPS)	Schoharie County Department of Personnel 284 Main Street P.o. Box 675 Schoharie, NY 12157-0675 Telephone: (518) 295-8374

Local Civil Service Agency	Title(s) Approved for Use	Contact Information
	Social Welfare Examiners (NY HELPS) Staff Clinicians (HELP Program) Staff Social Workers/Community Services (HELP Program) Support Investigators (HELP Program) Veteran's Services Assistant (NY HELPS) Wastewater Plant Superintendents (NY HELPS) Water Superintendents (NY HELPS) Weights & Measures Inspector I (NY HELPS)	
Seneca County	Caseworkers (HELP Program) Dispatchers (HELP Program) Mental Health Clinical Therapists (HELP Program) Psychiatric Social Workers (HELP Program) Social Welfare Examiners (HELP Program) Support Investigators (HELP Program)	Seneca County Personnel Office County Office Bldg, 3rd Fl 1 Dipronio Drive Waterloo, NY 13165 Telephone: (315) 539-1710
St. Lawrence County	Assistant to the Chief of Police (HELP Program) Caseworkers (HELP Program) Chemical Dependency Counselors (HELP Program) Clinic Managers (HELP Program) Communicable Disease Specialists (HELP Program) Community Health Educators (HELP Program) Coordinators of Quality Assurance and Improvement (HELP Program) Dispatchers - Emergency Services (HELP Program) Fiscal Officer (HELP Program) Legal Secretary (HELP Program) Peer Advocates (HELP Program) Police Dispatchers (HELP Program) Print and Mail Clerk (HELP Program) Public Health Sanitarians (HELP Program) Public Health Specialists (HELP Program) Recreation Director (HELP Program) Senior Advocate Workers for the Elderly (HELP Program) Senior Program Coordinators (HELP Program) Social Welfare Examiners (HELP Program)	St. Lawrence County Human Resources Department 48 Court Street Building 1 Canton, NY 13617 Telephone: (315) 379-2210
Steuben County	Caseworkers (HELP Program) Contract Administrator (HELP Program) Staff Social Workers (HELP Program)	Steuben County Department of Personnel and Civil Service 3 East Pulteney Square Bath, NY 14810-1557 Telephone: (607) 664-2345
Suffolk County	Assistant Public Health Engineer Trainees (HELP Program) Caseworker Trainees (HELP Program) Caseworker Trainees (Spanish Speaking) (HELP Program) Child Support Specialist Trainees (HELP Program) Child Support Specialist Trainees (Spanish Speaking) (HELP Program) Emergency Complaint Operators (HELP Program) Emergency Complaint Operators (Spanish Speaking) (HELP Program) Emergency Services Dispatchers I (HELP Program) Public Health Sanitarian Trainees (HELP Program) Public Health Sanitarian Trainees (Spanish Speaking) (HELP Program) Social Services Examiners I (HELP Program) Social Services Examiners I (Spanish Speaking) (HELP Program)	Suffolk County Department of Civil Service Wj Lindsay Cnty Cmplx, Bldg. 158 725 Veterans Memorial Highway Hauppauge, NY 11788-0099 Telephone: (631) 853-5500
Sullivan County	Social Welfare Examiner(s) (HELP Program) Social Welfare Examiner(s) Spanish Language (HELP Program)	Sullivan County Personnel Department 100 North Street Po Box 5012 Monticello, NY 12701 Telephone: (845) 807-0485
Tioga County	Caseworkers (HELP Program) Community Services Workers (HELP Program) Public Safety Dispatcher Trainees (HELP Program) Social Welfare Examiners (HELP Program)	Tioga County Personnel Office Ronald E. Dougherty Co. Office Bldg 56 Main Street Owego, NY 13827 Telephone: (607) 687-8494
Tompkins County	Accountant - BOCES CBO (HELP Program) Caseworkers - HELP Program Chief Sustainability Officer (HELP Program) Conservation Technician(s) (Tompkins County Soil and Water Conservation District) (HELP Program) Distribution Operator(s) (Town of Ithaca) (HELP Program) Emergency Services Dispatcher Trainees - HELP Program Energy Management Coordinator (HELP Program) Environmental Health Specialists - HELP Program Environmental Planner II (HELP Program) Health Educator (HELP Program) Licensed Clinical Therapists - HELP Program Media Production Assistant (HELP Program) Secretary-Paralegal Aide to the District Attorney(s) (HELP Program) Social Welfare Examiner(s) (HELP Program) Sustainability Coordinator II (HELP Program)	Tompkins County Personnel Office 1st Floor -Old Jail 125 East Court Street Ithaca, NY 14850 Telephone: (607) 274-5526

Local Civil Service Agency	Title(s) Approved for Use	Contact Information
	Waste Reduction and Recycling Coordinator(s) (HELP Program)	
Tonawanda City	Water and Sewer Maintenance Supervisor (Town of Ithaca) (HELP Program) Public Safety Dispatchers (HELP Program)	Tonawanda City Civil Service Commission Tonawanda City Hall 200 Niagara Street Tonawanda, NY 14150 Telephone: (716) 695-8626
Ulster County	Emergency Services Dispatchers I (HELP Program) Emergency Services Dispatcher Trainees (HELP Program)	Ulster County Personnel Department Ulster County Office Bldg., 5th Fl. 244 Fair Street Kingston, NY 12402-1800 Telephone: (845) 340-3550
Washington County	Caseworkers (HELP Program) Communication Officers (HELP Program) Social Services Examiners (HELP Program)	Washington County Personnel/Civil Service Office County Municipal Center 383 Upper Broadway, Room A202 Fort Edward, NY 12828 Telephone: (518) 746-2250
Wayne County	Caseworkers (HELP Program) Mental Health Clinicians (HELP Program) Public Safety Dispatcher Trainees (HELP Program) Social Welfare Examiners (HELP Program)	Wayne County Human Resource Department Court House -1st Fl 26 Church Street Lyons, NY 14489 Telephone: (315) 946-7483
Westchester County	Case Manager II (Substance Abuse) (s) (HELP Program) Senior Social Caseworker(s) (HELP) Senior Social Caseworker(s)(Spanish Speaking) (HELP) Social Caseworker(s) (HELP) Social Caseworker(s)(Spanish Speaking) (HELP)	Westchester County Department of Human Resources Michaelian Office Bldg, Suite 100 148 Martine Avenue White Plains, NY 10601 Telephone: (914) 995-2000
Wyoming County	Dispatchers (HELP Program)	Wyoming County Civil Service Commission 338 N. Main Street, Thomson Hall Warsaw, NY 14569 Telephone: (585) 786-8830
Yates County	Emergency Services Dispatchers (HELP) Program Social Services Program Examiners (HELP) Program	Yates County Personnel Department 417 Liberty Street Suite 1007 Penn Yan, NY 14527 Telephone: (315) 536-5112