

NEW YORK STATE DEPARTMENT OF CIVIL SERVICE
DIVISION OF STAFFING SERVICES
GENERAL INFORMATION BULLETIN No. 09-05

TO: Department and Agency Personnel, Human Resources, and Affirmative Action Offices
FROM: Blaine Ryan-Lynch, Director of Staffing Services
SUBJECT: Eligible List Management System On-Line
DATE: May 13, 2009

Effective today, a new information resource is available on the Department of Civil Service website <http://www.cs.state.ny.us/elmspublic> - **Eligible List Management System (ELMS) Online**. ELMS Online is available to the general public and provides information on eligible lists for competitive class positions in New York State government.

ELMS Online will enable users to search for information by eligible list number or by eligible list name. Users will be able to search by job title to find out what eligible lists can be used to fill positions within that job title. An individual whose name appears on an eligible list(s) will be able to access specific information about their eligible list status through the use of a Civil Service ID and password.

This web-based resource for the public for eligible lists is provided for informational purposes only. State agencies cannot use ELMS Online to obtain eligible lists or certifications for the purposes of making appointments.

ELMS Online may also be accessed from the Department's homepage by searching for "ELMS Online" or for "Eligible Lists."

We hope you and your employees will take advantage of this valuable information resource. If you have any questions regarding ELMS Online, you may contact us at elms@cs.state.ny.us.