

This work is very physical and labor intense. The position is required to perform at the Journeyman Level. Work includes, but not limited to, concrete work, block work, brick work, poured footings and walls, form layout and installation, demolition work, driving spikes, machine operation, power saw operation, operating a variety of hand and power tools, Work also includes installing erosion control storm water pipe devices, trenching and shoring operations, installing traffic control, and operation of equipment in work zones as assigned by supervisor, clearing right of way, and repairing pavement, mowing and grounds care.

This position is subject to Emergency Call Back and night work during adverse weather or other extreme circumstances, which includes responding to emergencies such as snow and ice removal, downed trees, etc. Work is being performed in the roadway or on the shoulder adjacent to the traveling public in heavy traffic at highway speeds, near heavy equipment.

All applicants will be considered, applications that clearly reflect work experience that demonstrates the following will have priority:

- **Experience in masonry installation and repair.**
- **Demonstrated ability to be the Lead Worker on mason crew without supervision.**
- **Demonstrated ability to train others in the masonry skills.**
- **Experience in light equipment operation.**

Additional Expectations:

Working safely is a condition of employment. Operate Village vehicle and assigned equipment effectively in a safe and efficient manner. Follow instructions to complete assigned tasks. Use of tools associated with related infrastructure maintenance and/or construction activities in extreme heat and cold, and during inclement weather. Steel-toe or composite safety footwear required. Continued employment is contingent upon possession of valid New York driver's license. Pre-employment drug testing may be required for this position and random drug testing required. East Hampton Village is a smoke free environment.

Occasional heavy lifting required.

Necessary Special Qualification:

Possession of a valid New York driver's license required

Benefits:

- Employees contributes 15% of the cost of the health Insurance premium, not to exceed 3% of the employee's base salary for that year.
- Dental / Optical maximum annual payment of \$2,150 per employee.
- NY State Retirement and deferred compensation plan
- Uniform / boot allowance

SUFFOLK COUNTY APPLICATION FOR EMPLOYMENT OPEN-COMPETITIVE EXAMINATIONS AND NON-COMPETITIVE APPOINTMENTS

SUFFOLK COUNTY DEPARTMENT OF CIVIL SERVICE/HUMAN RESOURCES

725 Veterans Memorial Hwy., William J. Lindsay Complex, Bldg. 158 (location)

P.O. Box 6100 Hauppauge, NY 11788-0099 (mailing address)

(631) 853-5500 Internet: www.suffolkcountyny.gov/Departments/Civil-Service

SUFFOLK COUNTY DOES NOT DISCRIMINATE AGAINST ANY APPLICANT BECAUSE OF RACE,
CREED, COLOR, NATIONAL ORIGIN, HANDICAP, SEX, AGE, MARITAL STATUS OR SEXUAL PREFERENCE.

**THIS IS FORM CS-205 PART A.
YOU MUST ALSO COMPLETE
FORM CS-205 PART B.**

THERE IS AN APPLICATION PROCESSING FEE: SEE THE EXAMINATION ANNOUNCEMENT FOR THE FEE AMOUNT (The fee will NOT BE REFUNDED if your application is DISAPPROVED.) A separate application is required for each examination (identified by examination number) for which you are applying. Each application must be accompanied by a **NON-REFUNDABLE NON-TRANSFERABLE** application processing fee. Do not send cash. Make the check or money order payable to the Suffolk County Department of Civil Service. Please indicate the examination title and the last four digits of the applicant's social security number on the face of the check or money order. Certain applicants may be eligible for a fee waiver. See examination announcement for details. This application is part of your examination. Answer all questions fully and carefully in ink. Attach additional sheets if necessary to give detailed information. You may also apply on our Internet site.

PLEASE PRINT:

1. TITLE OF EXAMINATION															
2. LAST NAME		FIRST NAME		M.I.	SOCIAL SECURITY NUMBER										
					<table style="width: 100%; border: none;"> <tr> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> <td style="border: 1px solid black; width: 20px; height: 20px;"></td> </tr> </table>										
MAILING ADDRESS				LEGAL ADDRESS (Not a Post Office Box)											
CITY	STATE	ZIP CODE		CITY	STATE	ZIP CODE									

3. DAYTIME TELEPHONE NUMBER (include area code)
You may be contacted by prospective employers.
()

Successful completion of an appropriate medical examination may be required.

If you answered YES to any part of question 6 you MUST give specifics in the COMMENTS section below.

4. LEGAL RESIDENCE CODES Identify each of the districts of which you are a legal resident, **not** where you wish to be employed. If your legal residence changes, you must notify the Suffolk County Civil Service Department at once in writing. Complete the boxes with the correct codes for your legal residence. See last page of application for list of residence codes.

None of the above circumstances represents an automatic bar to employment. Each case is considered and evaluated on individual merits in relation to the duties and responsibilities of the position for which you are applying. Background investigations may be conducted on all candidates considered for employment. A False statement may result in the disqualification of your application in accordance with the provisions of Section 50 of the Civil Service Law.

A candidate appointed to a vacancy in the service of Suffolk County shall be required to disclose, and a candidate appointed to any other vacancy in the civil service may be required to disclose, whether he/she is currently receiving any form of disability payment from New York State.

Background Investigation: Applicants may be required to undergo a State and national criminal history background investigation, which will include a fingerprint check, to determine suitability for appointment. Failure to meet the standards for the background investigation may result in disqualification.

THE FOLLOWING QUESTIONS ARE OPTIONAL.

7. Are you a Saturday sabbath observer who, for religious reasons only, requests permission to take this examination after sundown on Saturday?
YES NO

If you checked YES, you will be asked to provide verification.
8. Do you need special accommodations to participate in this examination?
YES NO

If you checked YES, please describe the type assistance you request in the COMMENTS section below.

9. COMMENTS _____

(Attach additional sheets if necessary)

COUNTY	TOWN	SCHOOL DISTRICT	LIBRARY DISTRICT	VILLAGE
C -	T -	S -	L -	V -

5. GEOGRAPHIC ZONES
Check one or more of the boxes below indicating the geographic zones in which you would be willing to accept an appointment. Your name will be certified only for job vacancies in the geographic zones you check.

Background Investigation: Applicants may be required to undergo a State and national criminal history background investigation, which will include a fingerprint check, to determine suitability for appointment. Failure to meet the standards for the background investigation may result in disqualification.

- Zone 1 Riverhead, Southold, Shelter Island, Southampton, and East Hampton Townships
- Zone 2 Brookhaven Township
- Zone 3 Smithtown and Islip Townships
- Zone 4 Huntington and Babylon townships

6. Check appropriate box to the right of each question:
- A. Have you ever been convicted of any crime (felony or misdemeanor)?
YES NO
 - B. Have you ever forfeited bail bond posted to guarantee your appearance in court to answer to any criminal charge?
YES NO
 - C. Were you ever dismissed or discharged from any employment for reasons other than lack of work or funds?
YES NO
 - D. Did you ever resign from any employment rather than face dismissal?
YES NO
 - E. Did you ever receive a dishonorable discharge from the Armed Forces of the United States?
YES NO

CANDIDATE MUST SIGN DECLARATION ON LAST PAGE OF THIS APPLICATION

FOR APPOINTING AUTHORITY'S USE FOR PROVISIONAL AND NON-COMPETITIVE APPOINTMENTS ONLY	
DEPARTMENT OR JURISDICTION	DATE APPOINTED

FOR CIVIL SERVICE USE ONLY				
TEST SCORE _____	NOTES _____	<input type="checkbox"/> PENDING TRANSCRIPT	ELIGIBLE	INELIGIBLE
VETS CREDIT _____	_____	<input type="checkbox"/> PENDING _____		
TOTAL SCORE _____			DATE	

YOUR ELIGIBILITY TO COMPETE IN THIS EXAMINATION WILL BE DETERMINED ON THE BASIS OF YOUR ANSWERS TO QUESTIONS 10 - 13. INCOMPLETE APPLICATIONS WILL BE DISAPPROVED.

10. EDUCATION

A. Have you graduated from senior high school? YES NO

If yes, complete name and location.

Name of school: _____

Location: _____

B. If you have a high school equivalency diploma, indicate:

_____ Issuing Authority

C. If you did **NOT** graduate from high school, circle highest school year completed: 4 5 6 7 8 9 10 11

PLEASE ATTACH A COPY OF COLLEGE TRANSCRIPTS VERIFYING ALL COLLEGE LEVEL COURSE WORK FOR WHICH YOU CLAIM CREDIT.

	Full Name of School State/City in which located	Dates of Attendance (Month and Year)	Were You Graduated?	Type of Course or Major Subject	Number of Credits Rec'd. To Date	Type of Degree Received	Date Degree Received
List each College University or Professional School Attended							
	Full Name of School State/City in which located	Dates of Attendance (Month and Year)	Type of Course or Major Subject	Number of Hours Attended	Did you successfully complete this course?		
Technical or other Schools or Special Courses							

11. DRIVER'S LICENSE: Circle the class of your New York State Motor Vehicle License: 1 2 3 4 5 6 A B C D E M

Date of Expiration _____

12. LICENSES: If a license, certificate or other authorization to practice a trade or profession is a requirement for the position for which you are applying, complete the following question:

Name of Trade or Profession	License Number	Granted by (licensing agency)	City or State
Specialty	Date License First Issued	Registered From:	To:

13. DESCRIPTION OF EXPERIENCE

Beginning with the most recent, describe below in detail **ALL** paid and volunteer employments **relevant** to the position sought. You are responsible for submitting an accurate and clear description of your experience. Omissions or vagueness will **NOT** be interpreted in your favor. If you have had military service which includes experience pertinent to the position(s), describe such experience as separate employment. **IF YOUR TITLE OR DUTIES CHANGED MATERIALLY IN THE COURSE OF YOUR SERVICE IN ANY ONE ORGANIZATION. INDICATE SUCH CHANGE CLEARLY AND AS A SEPARATE EMPLOYMENT.** (If more space is needed, attach 8½ x 11" sheets of paper) Under "Duties" for each employment describe the nature of the work personally performed by you, **WITH ESTIMATED PERCENTAGE OF TIME SPENT ON EACH TYPE OF WORK.** State size and kind of working force, if any, supervised by you and the extent of such supervision.

ALL EXPERIENCE IS SUBJECT TO VERIFICATION.

A. LENGTH OF EMPLOYMENT MO. YR. MO. YR.	FIRM NAME	ADDRESS	CITY AND STATE
FROM / TO /			
TYPE OF BUSINESS	DUTIES:		
YOUR EXACT TITLE			
Average no. of hrs. worked per week (exclusive of overtime)			
SUPERVISOR'S TITLE			
	SUPERVISOR'S NAME		TELEPHONE NUMBER

A. LENGTH OF EMPLOYMENT MO. YR. MO. YR.	FIRM NAME	ADDRESS	CITY AND STATE
FROM / TO /			
TYPE OF BUSINESS	DUTIES:		
YOUR EXACT TITLE			
Average no. of hrs. worked per week (exclusive of overtime)			
SUPERVISOR'S TITLE			
SUPERVISOR'S NAME		TELEPHONE NUMBER	

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YOUR EXACT TITLE			
Average no. of hrs. worked per week (exclusive of overtime)			
SUPERVISOR'S TITLE			
SUPERVISOR'S NAME		TELEPHONE NUMBER	

BE SURE TO SIGN THE DECLARATION ON THE LAST PAGE

**BE SURE TO SIGN THE DECLARATION AT THE BOTTOM OF THIS PAGE
UNSIGNED APPLICATIONS WILL BE DECLARED INELIGIBLE**

VETERANS' CREDITS

Veterans' credits are granted on the following basis:

- DISABLED VETERANS: 10 points for Open-Competitive Exams
5 points for Promotional Exams
- NON-DISABLED VETERANS: 5 points for Open-Competitive Exams
2.5 points for Promotional Exams

These additional credits, which are combined with the final score obtained in the examination, may be granted only to PASSING CANDIDATES at the time of establishment of the eligible list.

NON-DISABLED VETERANS

In order to be eligible for additional credits as a non-disabled veteran, you must:

- 1. Have served on ACTIVE DUTY, other than active duty for training purposes, with the Armed Forces of the United States during any of the following periods:
VIETNAM - February 28, 1961 through and including May 7, 1975
LEBANON* - June 1, 1983 through and including December 1, 1987
GRENADA* - October 23, 1983 through and including November 21, 1983
PANAMA * - December 20, 1989 through and including January 31, 1990
PERSIAN GULF - August 2, 1990 - to the end of hostilities as yet undefined

* To receive veterans' credits for service in these campaigns, an applicant must also have been the recipient of one of the following:

- Armed Forces Expeditionary Medal
- Navy Expeditionary Medal
- Marine Corps Expeditionary Medal

- 2. Have been honorably discharged or released under honorable conditions from such service.
- 3. Submit a photocopy of separation papers (i.e. FORM DD-214 MEMBER 4 COPY) from the Armed Forces of the United States before this eligible list is established.

DISABLED VETERANS

In order to be eligible for additional credit as a disabled veteran, in addition to meeting the requirements of items 1, 2 & 3 listed above, you must also complete, FOR EACH TITLE, Form VC-3,(Authorization for Disability Record), in duplicate and forward BOTH copies immediately to the Regional Office of the United States Department of Veterans Affairs where your application for disability pension is on file. The Department of Veterans Affairs will retain a copy for its files, and will return a copy to this Department for processing. Disabled veterans must have a disability of at least ten percent (10%) certified by the Department of Veterans

IF YOU DO NOT FORWARD THE PROPER DOCUMENTATION AS OUTLINED ABOVE, YOU WILL NOT BE GRANTED VETERANS' CREDITS, ONCE THE ELIGIBLE LIST IS ESTABLISHED, VETERANS' CREDITS CANNOT BE GRANTED.

LEGAL RESIDENCE CODES -

Table with columns: COUNTY, NAME, CODE. Lists Suffolk County and Other with codes C-1 and C-0.

Table with columns: TOWNS, NAME, CODE. Lists various towns like Babylon, Brookhaven, etc. with codes T-01 through T-10.

INCORPORATED VILLAGES

Table with columns: NAME, CODE. Lists villages like Amityville, Asharoken, etc. with codes V-01 through V-12.

Table with columns: SCHOOL DISTRICTS, NAME, CODE. Lists districts like Amagansett, Amityville, etc. with codes S-101 through S-304.

Affairs at the time of application for additional credits. Veterans who used non-disabled veterans credits to obtain a civil service appointment or promotion with New York State or a local government, and subsequent to such appointment, are determined by the United States Department of Veteran Affairs to be a qualified disabled veteran are entitled to an additional 10 credits, minus the number of credits already used for the prior appointment. To claim such credits a candidate must also submit Form VC-1, Application for Veterans' Credits.

- 14. A. Do you claim additional credits as an honorably discharged war veteran for this examination?
1. YES, AS A NON-DISABLED VETERAN
2. YES, AS A DISABLED VETERAN
3. NO.
If you checked YES, complete 14B and C:
B. Have you previously used veterans' credits to receive a permanent competitive class appointment in the service of the State of New York or any civil division within the State?
C. With the exception of the federal service, have you ever been employed by a governmental agency outside the Suffolk County (e.g. New York City, New York State, Office of Court Administration, or another county within New York State?)
D. Government Name
Length of Employment From
To
Department
Your Official Title(s)

(Attach additional sheets if necessary)

LIBRARIES

Table with columns: NAME, CODE. Lists libraries like Amityville, Babylon Public, etc. with codes L-01 through L-30.

Table with columns: NAME, CODE. Lists libraries like Amityville, Babylon Public, etc. with codes L-01 through L-30.

Table with columns: NAME, CODE. Lists libraries like Amityville, Babylon Public, etc. with codes L-01 through L-30.

DECLARATION: I declare, subject to the penalties of perjury that the statements made in this application (including statements made in any accompanying papers) have been examined by me and to the best of my knowledge and belief are true and correct. I further request and authorize any former or present employer, military records center, police, parole, and probation agencies, and former school to provide to the Suffolk County Department of Civil Service any and all information including, but not limited to information as to my character, habits, work ability, and/or education. In consideration of compliance with this request, I hereby release and discharge said institutions from any claims, liabilities, or damages.

DATE _____ X _____ SIGNATURE OF APPLICANT

State former name or any other name(s) by which you were known.