



THE CITY OF NEW YORK
 DEPARTMENT OF CITYWIDE
 ADMINISTRATIVE SERVICES
 APPLICATION UNIT
 1 CENTRE STREET, 14TH FLOOR
 NEW YORK, NY 10007

REQUIRED INFORMATION

APPLICATION
 EDUCATION AND EXPERIENCE
 TEST

BILL DE BLASIO
 Mayor

STACEY CUMBERBATCH
 Commissioner

**NOTICE
 OF
 EXAMINATION**

CLIMBER AND PRUNER

Exam No. 6027

WHEN TO APPLY: From: December 2, 2015

APPLICATION FEE: \$68.00

To: December 22, 2015

If you choose to pay the application fee with a credit/debit/gift card, you will be charged a fee of 2.49% of the payment amount. This fee is nonrefundable.

THE TEST DATE: The Qualifying Practical Test is expected to begin on a date to be determined.

YOU ARE RESPONSIBLE FOR READING THIS NOTICE IN ITS ENTIRETY BEFORE YOU SUBMIT YOUR APPLICATION.

WHAT THE JOB INVOLVES: Climber and Pruners, under supervision, perform all types of work required for the planting, maintenance, and removal of trees and large shrubs; climb, prune, cut, and fell trees and large shrubs; spray trees and large shrubs to protect them against insects, fungi, or other parasites; plant, transplant, and care for trees and large shrubs; perform tree inspection work; operate manual and power-driven equipment; operate cars and trucks; and operate other motorized equipment incidental to the performance of the above duties. All Climber and Pruners perform related work.

Special Working Conditions: When responding to emergency conditions, Climber and Pruners may be required to work shifts including nights, Saturdays, Sundays, and holidays.

Some of the physical activities performed by Climber and Pruners and environmental conditions experienced are: climbing in and out of an aerial lift device (bucket truck); climbing up in a tree using rope and harness or bucket; operating a chainsaw; operating heavy motorized equipment such as bucket truck, chipper, loader, and stump grinder; lifting and moving heavy objects; standing for extended periods of time; and working outdoors in a restricted space in an urban environment in all kinds of weather, including severe weather conditions.

(This is a brief description of what you might do in this position and does not include all the duties of this position.)

THE SALARY: The current minimum salary is \$50,437 per annum. This rate is subject to change.

HOW TO APPLY: If you believe you meet the requirements in the "How to Qualify" section, submit an application on the Online Application System (OASys) at www.nyc.gov/examsforjobs. Follow the onscreen application instructions for electronically submitting your application and payment, and completing any required information. A unique and valid email address is required to file online. Several internet service providers, including but not limited to Google, Yahoo!, AOL, Outlook.com, and Mail.com offer free email addresses. **All new OASys accounts require verification before a candidate can submit an application to ensure the accuracy of candidate information. Verification is instantaneous for most accounts, but some accounts may require up to 24 hours to be reviewed by a staff member and resolved. Email notification will be sent to those creating accounts that require additional documentation before they can be resolved. Please keep this information and the application period deadline in mind when creating your account.** The following methods of payment are acceptable: major credit card, bank card associated with a bank account, or a prepaid debit card with a credit card logo which you may purchase online or at various retail outlets.

If you are receiving or participating in certain forms of public assistance/benefits/programs, or are a veteran, you may qualify to have the application fee waived. For more information on eligibility for a fee waiver and documentation requirements, visit the Fee Waiver FAQ on the Online Application System at <https://a856-eeexams.nyc.gov/OLEE/oasys/FAQFeeWaiver.aspx>.

You may come to the DCAS Computer-based Testing & Applications Centers to file for this examination online and submit a money order payable to DCAS (Exams) or to submit documentation for a fee waiver.

READ CAREFULLY AND SAVE FOR FUTURE REFERENCE

The centers will be open Monday through Saturday from 9:00 AM to 5:00 PM:

Manhattan
2 Lafayette Street
17th Floor
New York, NY 10007

Brooklyn
210 Joralemon Street
4th Floor
Brooklyn, NY 11201

Special Circumstances Guide: This guide is located on the DCAS website at www.nyc.gov/html/dcas/downloads/pdf/misc/pdf_c_special_circumstances_guide.pdf and available at the DCAS Computer-based Testing & Applications Centers. This guide gives important information about claiming Veterans' or Legacy credit, and notifying DCAS of a change in your mailing address. Follow all instructions on the Special Circumstances Guide that pertain to you when you complete your "Application for Examination."

HOW TO QUALIFY: You are responsible for determining whether or not you meet the qualification requirements for this examination prior to submitting your application. If you are marked "Not Qualified," your application fee will not be refunded and you will not receive a score.

Experience Requirements: Six months of satisfactory, full-time experience as a climber and pruner or arborist performing all types of tree work required for the planting, maintenance, and removal of trees and large shrubs including climbing, pruning, bracing, cutting and felling trees and large shrubs and operating manual, power-driven, and motorized equipment required for the performance of these duties.

Experience as a groundskeeper, such as a groundskeeper, gardener, or lawn services/landscape worker, is not acceptable towards meeting this requirement.

The experience requirement must be met by the last day of the Application Period (December 22, 2015).

You must clearly specify in detail all of your relevant experience on your Education and Experience Test and submit it by the end of the Application Period. If you are currently employed by the City of New York, do not assume that persons reviewing your Education and Experience Test will know information which you do not provide on your Education and Experience Test, including information about your current job. If you have applied for a previous examination, do not assume that persons reviewing your Education and Experience Test will know about information you provided on a previous Education and Experience Test.

You will not receive credit for experience which you obtain after the end of the Application Period.

You may be given the Qualifying Practical Test before we check your qualifications.

Driver License Requirement: At the time of appointment, you must possess a motor vehicle driver license valid in the State of New York. In addition, you must possess a Class B Commercial Driver License valid in the State of New York within one year of being appointed to this position. Serious moving violations, license suspension or accident record may disqualify you. This Class B Commercial Driver License must be maintained for the duration of your employment. Such license may not include any restrictions which would preclude the performance of Climber and Pruner work.

Drug/Alcohol Screening Requirement: You must pass a drug/alcohol screening in order to be appointed, and if appointed you will be subject to random drug and alcohol tests for the duration of your employment.

Residency: City residency is not required for this position.

English Requirement: You must be able to understand and be understood in English.

Proof of Identity: Under the Immigration Reform and Control Act of 1986, you must be able to prove your identity and your right to obtain employment in the United States prior to employment with the City of New York.

REQUIRED INFORMATION:

- 1. Application for Examination:** Follow the online instructions, including those relating to the payment of fee and, if applicable, those found in the Special Circumstances Guide.
- 2. Education and Experience Test:** Fill out **Sections B and C (if applicable)**. This test must be filled out completely and in detail for you to receive your proper rating. Follow the online instructions. **For each of your employments, be sure to list the types of arboricultural work you performed and the types of manual, power-driven, and motorized equipment you used in the performance of your duties.**

THE TEST: Your score will be determined by an experience test. In addition, there will be a qualifying practical test. You will receive a score of 70 points for meeting the experience requirements listed above. After these requirements are met, you will receive additional credit up to a maximum of 100 points on the following basis:

If you have satisfactory full-time experience with a Municipal, State, or Federal park or forest service within the last five years performing climbing and pruning duties as described in the Experience Requirements section for:

	You will receive:
At least 2 years but less than 3 years	10 points
At least 3 years but less than 5 years	20 points
5 years	30 points

If you have satisfactory full-time experience with a non-government tree company, park, or forestry company, or utility within the last five years performing climbing and pruning duties as described in the Experience Requirements section for:

You will receive:

At least 2 years but less than 3 years	5 points
At least 3 years but less than 5 years	10 points
5 years	15 points

If you possess a current certification as a Certified Arborist by the International Society of Arboriculture, you will receive 5 points.

You will receive a maximum of one year of experience credit for each year you worked. If you have any of the above experience on a part-time basis, it will be credited according to the equivalent percent of full-time experience. Each year of experience will be credited under only one category which will be the highest appropriate category. **Experience used to meet the minimum requirements cannot be used to gain additional credit.**

You must clearly specify in detail all of your relevant experience and certification on your Education and Experience Test and submit it by the end of the Application Period. You will not receive credit for experience or certification which you obtain after the end of the Application Period.

Experience and certification must be obtained by **the last day of the Application Period.**

Qualifying Practical Test: The Qualifying Practical Test will consist of two subtests. Candidates who do not satisfactorily complete both of the subtests will be given a failing rating on the entire examination. In the first subtest: each candidate will be required to tie into a clip using an accepted safety knot; properly attach the clip to the safety saddle; tie a tautline hitch, or Blake's hitch (use of a secured foot lock is acceptable) and demonstrate its use; climb a tree, using the above equipment, and crotch in at a designated spot; move through the tree to designated spots; and descend to the ground. In the second subtest: each candidate will be required to demonstrate how to safely operate an aerial lift device, use a chainsaw to prune and remove limbs, and safely operate a wood chipper.

THE TEST RESULTS: If you pass the experience test and the Qualifying Practical Test, your name will be placed in final score order on an eligible list and you will be given a list number. You will be notified by mail of your test results. If you meet all requirements and conditions, you will be considered for appointment when your name is reached on the eligible list.

CHANGE OF MAILING AND/OR EMAIL ADDRESS: It is critical that you promptly notify DCAS of any change to your mailing address and/or email address. You may miss important information about your exam(s) or consideration for appointment, including important information that may require a response by a specified deadline, if we do not have your correct mailing and/or email address. Change of mailing and/or email address requests submitted to any place other than DCAS, such as your Agency or to the United States Postal Service will NOT update your records with DCAS. To update your mailing and/or email address with DCAS, you must submit a change request by mail or in person. Your request must include your full name, social security number, exam title(s), exam number(s), old mailing and/or email address, and your new mailing and/or email address. Your request can be mailed to DCAS Records Room, 1 Centre Street, 14th Floor, New York, NY 10007 or brought in person to the same address Monday through Friday from 9AM to 5PM.

ADDITIONAL INFORMATION:

Application Receipt: You will be emailed a receipt immediately after you have applied for the examination. If you do not receive this receipt, contact this agency at OASys@dcas.nyc.gov. Include your social security number and the examination number and title in your email. You will also be mailed an acknowledgment letter within three months of the last date of the application period. If you do not receive an acknowledgment letter, write to this agency, Attention: Administration, Customer and Exam Support Group, 1 Centre Street, 14th Floor, New York, NY 10007 to request verification that your application was received. Include your social security number and the examination number and title in your request.

PENALTY FOR MISREPRESENTATION: Any intentional misrepresentation on the application or examination may result in disqualification, even after appointment, and may result in criminal prosecution.

The General Examination Regulations of the Department of Citywide Administrative Services apply to this examination and are part of this Notice of Examination. They are posted and copies are available at nyc.gov/dcas and at the DCAS Computer-based Testing & Applications Centers.

The City of New York is an Equal Opportunity Employer.
Title Code No. 81303; The Parks Operation and Maintenance Service.

For information about other exams, and your exam or list status, call 212-669-1357.
Internet: nyc.gov/dcas