



NIAGARA COUNTY  
CIVIL SERVICE  
111 Main Street – G2  
Lockport, New York 14094

Malcolm A Needler  
Personnel Officer

(716) 438-4071

## TRAFFIC MAINTENANCE TECHNICIAN

### No 60-673 Examination Open to the Public

Salary Range: \$28.27 - \$35.15

The examination will be held to establish an eligible list used to fill one (1) vacancy and any other appropriate vacancies in the City of North Tonawanda Department of Public Works that may occur during the life of the list. **The list established from this exam will supersede any existing list for this title.**

**RESIDENCE REQUIREMENTS:** Candidates must have been legal residents of Niagara County for at least one (1) month immediately preceding the date of the written examination and such residency must continue until the time of appointment. **Preference in appointment may be given to successful candidates who have been residents of the municipality in which the appointment is made. Non-residents may be required to become a resident of the appointing municipality if local law so states.**

**MINIMUM QUALIFICATIONS:** Candidates must meet the following on or before the date of the written exam. If you do not meet these qualifications, your application will be disapproved and your filing fee will not be refunded.

Graduation from high school or possession of an equivalency diploma **and** three (3) years of full-time paid experience in the installation, maintenance and repair of traffic control signals and/or electrical equipment, or as a journey man electrician.

**SPECIAL REQUIREMENT:**

Possession of a valid New York State driver's license at time of appointment and for the duration of employment.

**DUTIES:** The work involves responsibility for the installation, maintenance and repair of traffic control and electrical devices and the construction, installation and repair of traffic signs throughout the city. Work is performed under the direct supervision of the Traffic Maintenance Supervisor permitting the exercise of independent judgment in carrying out the details of the work. Direct supervision over Traffic Maintenance Workers and seasonal laborers. Does related work as required.

**NOTICE TO CANDIDATES:** The use of calculators is **RECOMMENDED**. Unless otherwise notified, candidates are permitted to use quiet, hand-held, solar or battery powered calculators. Devices with typewriter keyboard such as computers, spell checkers, personal digital assistants, address books, language translators, dictionaries or any similar devices are prohibited. **Cell phones and smart watches are prohibited.**

**DRUG SCREENING:** Applicants may be required to undergo a drug-screening test to determine suitability for appointment in accordance with local policies. Applicants who test positive may be restricted from future certification.

**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.

**FEE WAIVERS:** Waivers for the filing fee must be completed in full and submitted with required documentation or your application will be disapproved.

**APPLICATIONS MUST BE SUBMITTED ELECTRONICALLY OR POSTMARKED BY THE FILING DEADLINE.  
YOUR APPLICATION WILL BE DISAPPROVED IF PAYMENT IS NOT RECEIVED BY THE FILING DEADLINE.**

FILING DEADLINE

**OCTOBER 28, 2022**

A non-refundable \$15.00 application fee is required.  
Apply and pay online or submit a check or money order  
payable to: **Niagara County Civil Service**

ANNOUNCEMENT ISSUED: September 29, 2022

EXAMINATION DATE

**DECEMBER 10, 2022**

**SUBJECT OF EXAMINATION:** There will be a written test which you must pass in order to be considered for appointment. The written test will be designed to test for knowledge, skills, and/or abilities in such areas as:

1. **Principles, practices, tools and equipment of the electrical trade:** These questions test for knowledge of the principles and practices of the electrical trade, including such areas as tools and equipment used, proper electrical circuit wiring procedures, and appropriate methods of providing safe, efficient, and effective electrical service.
2. **Plans, specifications and wiring diagrams:** These questions test for knowledge of the purposes and proper use of various types of electrical system plans, specifications, and wiring diagrams; and for the ability to read and understand electrical system schematics, wiring diagrams, and written specifications.
3. **Operation, maintenance and repair of traffic signals and electrical control equipment:** These questions test for knowledge of the principles and practices involved in the operation, maintenance, and repair of various types of traffic signals and related electrical control equipment; and may include such areas as the physical characteristics of traffic signals; proper electronic sequencing, control, and operation of traffic signals; operation of traffic detector circuits; and application of the standards of the New York State Manual of Uniform Traffic Control Devices to traffic signals.
4. **Supervision:** These questions test for knowledge of the principles and practices employed in planning, organizing, and controlling the activities of a work unit toward predetermined objectives. The concepts covered, usually in a situational question format, include such topics as assigning and reviewing work; evaluating performance; maintaining work standards; motivating and developing subordinates; implementing procedural change; increasing efficiency; and dealing with problems of absenteeism, morale, and discipline.

The New York State Department of Civil Service has not prepared a test guide for this examination. However, candidates may find information in the publication 'General Guide to Written Tests' helpful in preparing for this test. This publication is available on line at: <https://www.cs.ny.gov/testing/testguides.cfm>.

**CANDIDATES NOTE:** You are responsible for completing all sections of the official application. To receive credit for experience on a job, basic information such as address, name and title of supervisor, hours in the work week, final salary, and duties performed by you, must be shown. Be very specific in explaining experience that will qualify you for the position sought. Ambiguity and vagueness will not be resolved in your favor. **EACH SEPARATE SHEET ATTACHED TO THE APPLICATION MUST BE SIGNED.**

**MULTIPLE EXAMINATIONS SCHEDULED FOR THE SAME DAY:** If you have applied to take a written test announced by either one or several local jurisdictions (county, town, city) scheduled to be held on the same test date as this written test, you must notify each of the local jurisdictions no later than two weeks before the test date, so they can make arrangement for taking all tests at one test site. All examination for positions in State government will be held at a State Examination Center.

**COLLEGE ACCREDITATION:** 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. A list of acceptable companies that provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

**COLLEGE CREDITS MUST BE VERIFIED WITH AN OFFICIAL TRANSCRIPT.** If you have listed college or special courses on your application it will be necessary for you to submit an official transcript or special course certificate. **Documents can be submitted electronically or in hardcopy format but must be on official letterhead or stationary. *If these documents are not on file prior to canvassing/certification for vacant positions, your name will not be canvassed/certified and your name will be removed from consideration for all appointments.***

This examination will be prepared and rated in accordance with Section 23(2) of the Civil Service Law. The provisions of the New York State Civil Service Law, Rules and Regulations dealing with preparation and rating of examinations, as well as establishment and certification of eligible lists for positions in the classified service will apply to this examination.

Please review [\*\*IMPORTANT EXAMINATION INFORMATION FOR CANDIDATES\*\*](#)