



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

*Malcolm A Needler
Personnel Officer*

(716) 438-4071

QUALIFIED INCUMBENT EXAMINATION (QIE)

Updated June 16, 2025

This is a Qualified Incumbent Examination (QIE) for eligible employees in approved HELP Program titles under the jurisdiction of Niagara County Civil Service. In order to qualify, employees must be permanently employed in one of the following HELP Program titles for at least six (6) months. Employees will be added to a QIE eligible list with a score of seventy (70). Seniority and veterans credits are not permitted for a QIE. The QIE is posted on a continuous basis and scores will be interfiled as employees become eligible.

Employees do not need to file an application. Civil Service will automatically add eligible employees to an eligible list.

This examination is administered pursuant to Civil Service Law, sections 17.4 and 57 and the Niagara County Civil Service rules.

Titles approved in the HELP Program as of June 11, 2025 are:

All Civil Divisions

Building Maintenance Mechanics (HELP Program)
General Repair Persons II (HELP Program)
Junior Accountants (HELP Program)
Micro Computer Coordinators (HELP Program)
Senior Account Clerks (HELP Program)

County Service

Account Clericals II (HELP Program)
Account Clericals III (HELP Program)
Assistant Public Health Engineers (HELP Program)
Behavioral Health Clinical Supervisor (HELP Program)
Budget Assistant (HELP Program)
Care Services Coordinators, Early Intervention Program (HELP Program)
Case Managers – Mental Health Services (HELP Program)
Case Managers – Senior Services (HELP Program)
Caseworkers (HELP Program)
Chief Tax Clerk (HELP Program)
Cleaning Services Supervisor (HELP Program)
Communications Technician/Computer Programmer (HELP Program)
Community Mental Health Aides (HELP Program)
Computer Technician II – Health Systems (HELP Program)
Computer Technicians I (HELP Program)

County Service Continued

Computer Technicians II (HELP Program)
Court Assistants (HELP Program)
Crime Analyst (HELP Program)
Crisis Counselors I (HELP Program)
Crisis Counselors I part-time (HELP Program)
Crisis Counselors II (HELP Program)
Crisis Services Phone Aides (HELP Program)
Crisis Services Phone Aides p/t (HELP Program)
Deputy Director of Information Technology (HELP Program)
Deputy Public Health Director/Director of Health Financial Operations (HELP Program)
Director - Children with Special Needs (HELP Program)
Director of Administration, Programs, & Grants (HELP Program)
Director of Environmental Health (HELP Program)
Director of Nursing Services – Public Health (HELP Program)
Director of Planning & Brownfield Development (HELP Program)
Director of Public Health Planning & Emergency Preparedness (HELP Program)
Document Clerk and Cashiers (HELP Program)
Electronics Technician Wastewater (HELP Program)
Emergency Medical Technician Shift Supervisors (HELP Program)
Employment & Training Assistants (HELP Program)
Environmental Analyst (HELP Program)
General Mechanics (HELP Program)
GIS Analyst (HELP Program)
Golf Director (HELP Program)
Junior Civil Engineers (HELP Program)
Lead Automotive Mechanic (HELP Program)
Lead Home Management Worker (HELP Program)
Licensed Clinicians (HELP Program)
Licensed Clinicians p/t (HELP Program)
Mental Health Outpatient Clinic Program Manager (HELP Program)
Micro Computer Legal Systems Specialist (HELP Program)
Paralegals I (HELP Program)
Paralegals II (HELP Program)
Principal Insurance Program Assistant (HELP Program)
Principal Public Health Engineer (HELP Program)
Public Health Sanitarians (HELP Program)
Road Maintenance Supervisors (HELP Program)
Senior Court Assistants (HELP Program)
Senior Crisis Services Assistants (HELP Program)
Senior Engineering Aides (HELP Program)
Senior Licensed Clinicians (HELP Program)
Senior Personnel Record Clerks (HELP Program)
Senior Social Services Workers (HELP Program)
Social Services Workers (HELP Program)
Social Work Specialists (HELP Program)
Staff Social Workers (HELP Program)
Supervising Public Health Engineer (HELP Program)
Supervisor of Sewer Maintenance (HELP Program)
Tax Clerks (HELP Program)
Tax Map Technicians (HELP Program)

Newfane Library

Library Clerks part-time (HELP Program)

SUNY Niagara

Principal Account Clerks (HELP Program)

Principal Clerks (HELP Program)

Public Relations Assistants (HELP Program)

Registration & Records Assistant (HELP Program)

Senior Duplicating Machine Operator (HELP Program)

Senior Financial Aid Clerks (HELP Program)

Niagara County Soil & Water District

Invasive Species Technicians (HELP Program)

North Tonawanda, City of

Senior Water and Wastewater Treatment Plant Mechanic (HELP Program)

Water & Wastewater Treatment Plant Mechanic/Trainees (HELP Program)

Water & Wastewater Treatment Plant Maintenance Supervisor (HELP Program)

North Tonawanda City Schools

Behavior Specialist (HELP Program)

School Service

Audio/Visual Assistants (HELP Program)

Deputy School District Treasurer (HELP Program)

Director of Transportation (HELP Program)

Transportation Coordinator (HELP Program)

Town Service

Building Inspectors (HELP Program)

Court Clerks (HELP Program)

Deputy Building Inspectors (HELP Program)

Geographic Information System (GIS) Coordinator (HELP Program)

Real Property Appraisal Technician (HELP Program)

Recreation and Senior Citizens Coordinator (HELP Program)

Recreation Specialist (HELP Program)

Water & Wastewater Operations & Maintenance Mechanic (HELP Program)