

**“Your talents are our greatest strength”**



# **Nassau County Civil Service**

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# Mission Statement

## Civil Service Commission

To administer New York State Civil Service Law and ensure Nassau County taxpayers a qualified public workforce pursuant to the principles of selection according to merit and fitness.

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# Civil Service Today



- Selection is based on merit
- Fair and open competition for jobs
- Interactive career system



# Why a Civil Service Career?



The world of Civil Service holds opportunities  
for  
your passion and your skills.

A series of three parallel white lines of varying lengths, slanted upwards from left to right, located in the bottom right corner of the image.

*If you can dream it, there  
are opportunities for you.*



*Interested in Culinary Arts?*





# *Horticulture?*





# ***Mechanics?***



# *Information Technology?*



- Civil Service jobs are highly sought after because of **growth potential**
- Civil Service jobs in Nassau County offer some of the following BENEFITS:
  - ❖ Medical, Dental & Vision Insurance
  - ❖ Vacation, Sick & Personal Leave
  - ❖ Defined Pension Plan
  - ❖ Deferred Compensation Plan
  - ❖ Tuition Reimbursement





- **LAW ENFORCEMENT FAMILIES –**

Children of firefighters and police officers killed in the line of duty as well as the children and siblings of firefighters and police officers who died as a consequence of the 9/11 World Trade Center attack are entitled to extra examination points under specific circumstances.



- **VETERANS' RIGHTS –** Examination scores are enhanced for veterans (disabled and non-disabled) who served in active duty during wartime and have been honorably discharged or released.  
<https://www.cs.ny.gov/vetcredits/>



- **DISABILITIES –** Disabled applicants are exempt from the civil service examination process, when certified as impaired by physical or mental barriers for civil service employment. In Nassau County, ACCESS-VR certifies individuals.  
<http://www.access.nysed.gov/vr>

# How to Begin

- SEASONAL jobs are terrific ways to jump-start a permanent Civil Service career path
  - lifeguards
  - museum interns
  - golf course attendants
  - recreation assistants
  - park workers

These are just a few examples of seasonal jobs in Nassau County \*

*\* Nassau County law requires applicants who work with minors to be fingerprinted*

- Nassau County agencies as well as schools, towns, libraries, and special districts have their own websites.
- Go to: <http://www.nassaucountyny.gov/departments>



An open wooden door with a bright orange background behind it. The door is made of light-colored wood and has two panels on each side. The text is centered on the orange background.

# Making the transition – Seasonal to Permanent

Your talents and initiative can open doors for you

## Some practical advice while employed as a seasonal:



- Network with others
- Stand out and be remembered
- Go the extra mile
- Acquire new skills and training
- *Explore Civil Service Permanent positions through website review and interest cards*




## Cool Fact



Not every Civil Service position requires you to take an exam.



Job titles listed as “**Non-Competitive**” and “**Labor Class**” require submission of a resume to the appropriate hiring agency.

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Only those jobs listed as “**Open  
Competitive**” require exams.

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Visit:

**[www.nassaucivilservice.com](http://www.nassaucivilservice.com)**

To view Non-Competitive & Labor job specifications

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Types of exams vary and include questionnaires and training & experience exams that evaluate training and work experience.

*Be sure to read the exam announcements very carefully for detailed information, and be sure to apply on time.*

Ready  
Set  
Go!

- <http://www.nassaucivilservice.com>

Click on the link above to explore all the other opportunities that Civil Service has to offer.

*Don't see a current exam that you'd like to take?*

*Then take advantage of ...*

# The Online Interest File

- Sign up to receive an email when an exam is announced for the title in which you are interested

[NC Civil Service Home](#)  
[Applicant Login](#)  
[Examination Announcements](#)  
[Promotional Examination Announcements](#)  
[Job Descriptions and Job Interest Cards](#)

## NASSAU COUNTY CIVIL SERVICE COMMISSION



### Job Descriptions and Job Interest Cards

powered by  
**NEOGOV™**

Below is a comprehensive list of **competitive job titles** that may be utilized by County Departments and jurisdictions under the auspices of the Nassau County Civil Service Commission.

Clicking on a particular title will display its class specification. If an examination is **not currently announced** and you are interested in the job, click on the 'Email me when jobs like this become available' link and complete the form that appears. At such time an **open competitive** examination is announced for that particular title, you will be sent an email alert.

The Commission does not accept responsibility for non-delivery or delivery delays due to issues with your email account. If your email addresses changes, please go online and submit a new card with the proper email address.

This is a **courtesy service** provided to you by the Civil Service Commission for your convenience. In addition to completing cards for those titles as you are interested in, it is **highly recommended** that you visit our **Examination Announcement** homepage at

<http://agency.governmentjobs.com/nassaucountyny/default.cfm> once a week to view those examinations currently open for filing.

A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q | R | S | T | U | V | W | X | Y | Z

Search

Search for class title or class code:

Go

1763 records found.

Page #  of 71



Class Title ☒

[ACCOUNT CLERK - SCHOOLS](#)

[ACCOUNT CLERK - SPECIAL DISTRICTS](#)

[ACCOUNT CLERK - VILLAGES](#)

[ACCOUNTANT - SCHOOLS](#)

[ACCOUNTANT - SPECIAL DISTRICTS](#)

[ACCOUNTANT - VILLAGE](#)

[ACCOUNTANT I - COUNTY](#)

[ACCOUNTANT I - SPECIAL DISTRICT \(NHCC\)](#)

[ACCOUNTANT I - TOWNS](#)

**Opportunities await at**



**Nassau County Civil Service**

**Check them out!**