

**CITY OF LOCKPORT  
MUNICIPAL CIVIL SERVICE COMMISSION  
MUNICIPAL BUILDING ONE LOCKS PLAZA LOCKPORT, NEW YORK**

**OPEN-COMPETITIVE EXAMINATION  
FOR  
CODE COMPLIANCE TECHNICIAN**

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**LAST DAY FOR FILING:**  
**MAY 5, 2021**  
Exam No. 65-957

**DATE OF EXAMINATION:**  
**JUNE 5, 2021**

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- FILING FEE:** A \$15.00 filing fee must accompany your application. Checks or Money Orders payable to the City of Lockport
- VACANCIES:** The eligible list established as a result of this examination will be used to fill vacancies as they occur in the City of Lockport.
- RESIDENCY:** Candidates must be a City of Lockport resident OR become a City of Lockport resident within 6 months of appointment and maintain that residency through employment.
- SALARY:** Appointment expected at \$34,636/Year
- DUTIES:** The work involves the responsibility of examining dwellings and properties to determine compliance with minimum property maintenance standards. Under supervision of the Chief Building Inspector the employee is to perform routine technical office and field work associated with enforcement of state and local codes and local ordinances dealing with housing, sanitation, weeds and other public nuisances and other related work as required. Employee shall provide efficient and courteous service to the public.

**MINIMUM**

**QUALIFICATIONS:** Graduation from a High School or possession of a high school equivalency diploma;

**AND** Two (2) years of experience in municipal government, including one (1) year of responsible contact with the general public. Knowledge of and/or experience in construction, code enforcement, or other building and construction related activities preferred;

**OR** Five (5) years of experience in a building and/or construction related field.

**SUBJECT OF**

**EXAMINATION:** **1. Inspection procedures and principles**

These questions test for knowledge of the appropriate practices and methods to use when inspecting various types of building facilities and projects, including proper adherence to plans and codes, dealing with residents, owners and contractors, and inspection record keeping.

**2. Principles of housing inspection, including sanitary, infestation, structural, mechanical, electrical and fire hazards**

These questions test for knowledge of various housing components and safety and health issues related to inspecting single-family and multiple-family residences in New York State.

### **3. Understanding and interpreting Codes and Ordinances**

These questions test for the ability to read and analyze various codes and requirements. Candidates will be provided with written selections related to code provisions (mainly dealing with zoning, housing and property management issues) and will be asked questions based on those reading passages. All the information needed to answer the questions will be presented in the written selections. Candidates will not be required to have any special knowledge related to the content areas covered in the reading selections.

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>

### **USE OF CALCULATORS IS RECOMMENDED FOR THIS EXAMINATION**

Candidates are allowed to use quiet, hand-held solar or battery powered calculators. Devices with typewriter keyboards, spell-checkers, personal digital assistants, address books, language translators, dictionaries, or any similar devices are prohibited. Use of books, cellphones and other reference material is prohibited.

This written examination is being prepared and rated by the NYS Department of Civil Service in accordance with Section 23.2 of the Civil Service Law. The provisions of the NYS Civil Service Rules and Regulations with rating of exams will apply to this test.