

We are more than trains and buses.



Set Your Career in Motion

MTA New York City Transit is the nation's largest public mass transit system and one of the biggest in the world, with approximately seven million daily customers — more than 2 billion annually. We have the largest subway car fleet in the world, the greatest number of subway stations (468), and more buses than any other public transit agency in North America.

We are involved in many "green" initiatives incorporating environmentally responsible practices, including the development of the hybrid bus and "smart" subway cars designed, built and maintained to reduce energy consumption. In fact, public transit is a major factor in New York City's low carbon footprint — which is one-third the national average.

We believe that the varied backgrounds, education, disciplines and interests of our employees contribute to our success. NYC Transit's challenging and exciting career opportunities, and salaries and benefits are competitive with private industry.

We employ:

- Skilled Trades Carpenters; Masons; Ironworkers; Plumbers; Electricians; Electronic Technicians; Electromechanical Technicians; Auto, Aviation, and Marine Mechanics; Sheet Metal Workers, and Painters
- Engineers Civil/Structural, Electrical, Environmental, Mechanical, Electronic
- Architects
- Telecommunications/Information Technology Specialists
- Human Resources Administrators
- Public Administration/Business Management Specialists
- Transportation Management Professionals
- Graphic Artists
- Procurement/Purchasing Agents
- Marketing Professionals
- Accounting/Finance Professionals
- Lawyers
- System Safety Specialists
- Occupational Health Administrators
- Labor Relations Specialists
- Security Professionals

A Career at MTA NYC Transit

Recruitment

Eighty to eighty-five percent of NYC Transit employees are recruited through an examination process. The rest of our applicants send resumes and cover letters.

How to find out about upcoming exams as well as job opportunities:

- Visit the MTA website: www.mta.info and select "Employment" at the footer of the page.
- Call the NYC Transit Examination hotline: 718-566-Jobs (5627). This hotline lists operating/hourly positions only.
- Read the civil service newspaper, "The Chief," where exams are posted. "The Chief" is published every Tuesday and sold at newsstands but also available at many libraries. Job titles that are open for filing with New York State and the Federal Government are also listed in this publication.
- You can also follow us on:

Twitter.com@NYCTSubwayScoop Facebook: MTA New York City Transit

Compensation and Benefits

Compensation

- Compensation for many professional positions is based on job title, years of experience, and educational background.
- Career-and-salary positions offer salaries from \$30,000 to \$150,000.
- Hourly positions offer a base-hourly salary with increments that reach top pay levels at the end of three years. In addition, since NYC Transit is a 24-hour-a-day, 7-day-a-week operation, it offers night and weekend salary differentials.

Benefits

NYC Transit provides employee benefits that vary by title and union affiliation.

- Promotional Opportunities
- Paid Training
- Health Care
- Major Medical Insurance
- Prescription Drug Plan
- Dental Plan
- Vision Care
- Disability
- Worker's Compensation

- Social Security
- Retirement Plan
- Free NYC Transit Transportation Pass
- Tuition Reimbursement
- Annual Leave
- Holidays
- Sick Leave
- Military Leave
- Credit Union

Veterans' Credits

FOr Veterans' or Disabled Veterans' credits, you must meet all of the following requirements:

- 1. Be a resident of New York State at the time of list establishment.
- **2.** Be a United States citizen or an alien lawfully admitted for permanent residence.
- **3.** Have received or expect to receive an honorable discharge or release under honorable conditions from the Armed Forces of the United States. The "Armed Forces of the United States" means the Army, Navy, Marine Corps, Air Force, and Coast Guard, including all components thereof, and the National Guard when in the service of the United States pursuant to call as provided by law.
- **4.** Have served or are now serving, on full-time active duty, other than active duty for training, in at least one of the following Time of War periods below in the Armed Forces of the United States during:

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World War II (Dec 7, 1941 to Dec 31, 1946)
Korean Conflict (Jun 27, 1950 to Jan 31, 1955)
Vietnam Conflict (Feb 28, 1961 to May 7, 1975)
Persian Gulf Conflict (Aug 2, 1990 - to be determined)
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OR,

You must have received the Armed Forces Expeditionary Medal, Navy Expeditionary Medal, or the Marine Corps Expeditionary Medal for Hostilities in:

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Lebanon (Jun 1, 1983 to Dec 1, 1987)
Grenada (Oct 23, 1983 to Nov 21, 1983)
Panama (Dec 20, 1989 to Jan 31, 1990)
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An applicant may also qualify for Parent Legacy Credit or Sibling Legacy Credit if his/her parent was killed in the line of duty as a firefighter or police officer in the service of New York City. A candidate qualifies for Sibling Legacy Credit if his/her sibling was killed in the line of duty as a firefighter or police officer in the service of New York City as a result of the September 11, 2001 World Trade Center attack, or as a result of the rescue efforts that took place in response to the attack. The Legacy Credits are for Open-Competitive exams only.

One-time Veterans' Exam-fee Waiver

- The Veterans' Exam-fee Waiver can be used to have the application fee waived for an
 examination for an appointment to or a promotion to a position with the City of New York.
 This fee waiver type may only be used once, regardless of the outcome of the
 examination process. No exceptions will be made.
- 2. The Veterans' Exam-fee Waiver is ONLY available to former U.S. Armed Forces service members.
- **3.** The Veterans' Exam-fee Waiver cannot be used retroactively for any exam for which you have already applied.

Submit a clear copy of your separation papers (Form DD214, long form) or a Statement of Service letter on official Department of Veterans Affairs letterhead along with your paper application.

Application Process

There is always a specified filing period — usually three weeks — to file for an exam. Exams for specific titles are given every one to three years, depending upon available positions and number of eligible applicants.

During the filing period only, you can get job listings/Notice of Examination for NYC Transit (TA), MTA Bus, Bridges & Tunnels (B&T), Staten Island Railway (SIR), or MaBSTOA (OA) positions at the following locations:

- The NYC Exam Information Center, 180 Livingston Street (Lobby), Brooklyn, NY 11201 Monday to Friday (except holidays) from 9 a.m. to 3 p.m.
- The MTA website www.mta.info/nyct/hr

Exam fees range from \$20.00 to \$101.00. The fee for a NYC Transit exam may be waived if an individual meets any of the following qualifications at the time of the application period:

- A) Unemployed
- B) Receiving Supplemental Security Income (SSI) payments
- C) Receiving Medicaid benefits
- **D)** Receiving Public Assistance in the form of Temporary Assistance for Needy Families (TANF)/Family Assistance or Safety Net Assistance
- **E)** Certified eligible for a Workforce Investment Act program through New York City's Workforce1 Career Centers
- **F)** The Veterans' Exam-fee Waiver can be used to have the application fee waived for an examination for an appointment to or a promotion to a position with the City of New York.

You can obtain detailed information about a particular exam by reading the Notice of Examination (NOE). The upper right-hand corner of the Notice of Examination will indicate what documents must be filed when applying for a particular exam.

The Exam

An examination is usually given within six months of the filing period. The examination tests the knowledge, skills and abilities needed for the position. Review the test information section of the Notice of Examination for a description.

Medical and Other Requirements

Some jobs require candidates to pass a medical exam, including drug/alcohol tests and physical examination. Applicants who apply for positions that require driving must provide a driver's license valid in the State of New York and may also need a Commercial Driver's License. The Notice of Examination will indicate any and all requirements.

Please note that background checks are conducted. Any misrepresentation of the truth is grounds for termination.

Entry Level Examination-based Jobs

Attractive entry-level opportunities are available. All positions offer growth opportunities within the organization.

Bus Operator (TA/OA Requirements)

\$20.9675 to \$29.9550 per hour. You must possess a motor vehicle driver's license valid in the State of New York for at least three years immediately prior to the date of employment. If you have serious moving violations, license suspension or an accident record, you may be disqualified. In addition, at the time of appointment, you must have EITHER a Class B Commercial Driver's License (CDL) valid in the State of New York with a passenger endorsement and no restrictions, OR a Learner's Permit for a CDL valid in the State of New York with a passenger endorsement and no restrictions.

Conductor

\$19.4700 to \$27.8150 per hour. A high school diploma or its equivalent is required.

Track Worker

\$20.3725 to \$29.1050 per hour. No experience or education requirement.

NYC Transit Electrical Helper

\$18.8750 to \$26.9625 per hour. Requires four years of full-time, satisfactory experience as a helper in the electrical, electronic, or electromechanical fields in the maintenance, repair, testing, construction or installation of electrical equipment; or graduation from the approved trade school, technical school or vocational high school, or community college with a specialization in electrical, electronic, or electromechanical technology.

NYC Transit Signal Maintainer Trainee

\$19.9500 to \$28.5000 per hour. Requires four years of full-time, satisfactory experience as a helper in the electrical, electronic, or electromechanical fields in the maintenance, repair, testing, construction or installation of electrical equipment; or, graduation from an approved trade school, technical school, vocational high school, or community college with a specialization in electrical, electronic, or electromechanical technology.

NYC Transit Property Protection Agent

\$17.3925 to \$24.8450 per hour. Requires a high school diploma or its equivalent plus eighteen months of full-time experience, of which at least twelve months must have been continuous with one employer performing security work involving constant surveillance using closed-circuit television, patrolling a large facility, interacting with the general public, or operating surveillance/intrusion detection equipment. You must possess a motor vehicle driver's license valid in the State of New York. If you have serious moving violations, license suspensions or an accident record, you may be disqualified.

Note: Salary ranges are a function of contract negotiations and subject to change.

^{*}This position requires a qualifying exam only and is not subject to competitive exam based on score ranking.

Partners in Education

NYC Transit has been working in cooperation with college and/or high school educational institutions throughout the United States and Puerto Rico since 1981. Experiential programs include: the Post-graduate Experiential Program, College Intern Program, College Aide Program, Cooperative Education Program and Corps of Transit Engineers Program.

The Post-Graduate Experiential Program (PEP) is designed to provide graduating Master's Degree students, post-graduates and recently confirmed PhDs with mentorship and practical experience working on high-level, high-visibility projects relevant to their academic area of study/degree and background. The participants may be exposed to inter/intradepartmental assignments and cross-training directly related to the assigned project. Visit the website: http://www.mta.info/nyct/hr to review current availabilities.

College experiential programs are open to students who are matriculating in a degree program in an accredited college or university and meet the specific program requirements. Students from all backgrounds, school disciplines and interests have taken advantage of opportunities within NYC Transit to gain exposure to a variety of areas necessary for developing career options. Most importantly, a significant number of college students are hired upon graduation. Students are allowed to remain in the Intern and College Aide Program for up to 2.5 years, or upon graduation, when program requirements are continuously met. Undergraduate students who enroll in a traditional master's degree program and haven't exceeded the 2.5 years have the opportunity to continue in the programs until the time limit is met.

The College Intern Program (unpaid experience and/or credit): Open to juniors, seniors, graduate or PhD students enrolled on a part-time basis. Undergraduate students must have at least 60 credits and a 2.0 cumulative grade program average or better; graduate or PhD students must have a 3.0 cumulative average or better. Students must commit to a work schedule of 14 hours a week during the academic year, and work no fewer than four and no more than seven hours in a day.

Students pursuing an associate's degree at a two-year college must have at least 48/50 credits and need an internship as a requirement for graduation. Students may apply in their last semester only. Situations vary by college and will be reviewed on a case-by-case basis.

The College Aide Program (paid, experience and/or credit): Open to juniors, seniors, graduate and PhD students. Undergraduates must be full-time (at least 12 credits) students, have at least 60 credits and a 2.5 cumulative grade point average or better. Graduate or PhD students must be registered for at least 6 credits with a 3.0 cumulative average or better. Students must commit to a work schedule of 20 hours per-week during the academic year, and work no fewer than 4 and no more than 7 hours in a day, and 35 hours per week during the summer.

Partners in Education continued...

The Cooperative Education Program: Open to freshmen, sophomores, juniors, seniors, and graduate students. Undergraduates must be matriculating in a bachelor's degree program that includes co-op education as a requirement in one of the following majors only. Graduate students who do not have co-op education as a requirement will be considered on a case-by-case basis.

- Architecture
- Computer Science
- Engineering: Civil, Computer, Electrical, Mechanical, Environmental, Systems and Communications

A 2.6 cumulative grade-point average is required for undergraduate students and 3.0 cumulative grade-point average for graduate students. All students are required to work **full time** (35 hours) during normal business hours, Monday through Friday, for five-to-six months with the exception of summer employment.

Summer employment is open to students who worked the previous spring or will continue throughout the fall semester. Students who participated in at least one full co-op period at any time are also eligible.

The Corps of Transit Engineers Program is for college engineering students. Applicants must be selected during their junior or senior year and be available to work part-time during the school year and/or full time during the summer.

To be eligible, students must:

- Matriculate as a college junior or senior pursuing a bachelor's degree in a civil, electrical, mechanical or environmental engineering program that is recognized by the New York State Accreditation Board for Engineering and Technology.
- Have a minimum overall grade-point average of 2.7 and 3.0 grade point average or better in the major.
- Be accepted into the program prior to graduation.

Upon graduation from college, and with acceptable work performance during the internship, graduates can begin a full-time, entry-level position. Each year working as a full-time employee up to four years, certain tuition costs incurred as an undergraduate (\$10,000 per year-\$40,000 maximum over a four-year period) are eligible for reimbursement.

Partners in Education continued...

The College Aide, Cooperative Education and Corps of Transit Engineers Programs are designed to create full-time employment opportunities for students who successfully completed the program. Therefore, to qualify, applicants must be ready, willing and able to accept full-time employment upon graduation from college.

Go to http://internshiponline.mtanyct.info for more information.

Please note: NYC Transit does not sponsor H1-B1 applications for employment or applications for permanent citizenship.

Link Employment and Responsibility Now (LEARN) Program: A Department of Education-sponsored program for public high schools registered in the LEARN program. Juniors or seniors who attend participating high schools are eligible to work part time after school. Students are assigned to NYC Transit and paid by the Department of Education. Contact Department of Education or the school guidance counselor for additional information.

Summer Youth Employment Program (SYEP): A seven-week summer (July– August) program sponsored by the Department of Youth and Community Development (DYCD). Participants are NYC residents between the ages of 16 – 24. Students attending summer school are ineligible. NYC Transit is a placement site only, and not involved in the application and selection process. For general program information and applicants, go to the *DYCD website:* www.nyc.gov/dycd www.nyc.gov/dycd, or call 1800-246-4646.

Apprenticeship Program: A program created to give highly motivated trade and technical high school students a chance to demonstrate their abilities, acquire valuable work experience and start building a career. To apply, students must meet the following qualifications:

- Graduation from an approved trade/technical high school with specialty in automotive, mechanical, electromechanical, electrical, electronic technology, carpentry, masonry, sheet metal work, painting or ironwork.
- Have a school record showing mastery of the chosen specialty area with a good academic and attendance record.
- Must be recommended by the principal or technical/vocation director from the school.

There are special courses required for eligibility. Must be recommended by the principal or technical/vocation director from the school. Students who are interested in the program should contact their school guidance counselors for additional information.

GENERAL SUMMARY

All NYC Transit, MTA Bus, Bridges & Tunnels, Staten Island Railway, and MaBSTOA Notices of Examination and filing packages are available during the filing period at www.mta.info/nyct/hr by clicking on the "Employment" link at the bottom of the home page.

NYC Transit/MaBSTOA Exam Hotline (This hotline only lists examination filing information): 718-566-JOBS (5627).

NYC Department of Citywide Administrative Services (DCAS) for citywide examination information: 212-669-1357.

To obtain a Notice of Examination and filing package during the filing period, apply in person, Monday through Friday, from 9 AM to 3 PM at:

NYC Transit Exam Information Center

180 Livingston Street (Lobby)

Brooklyn, New York

Monday – Friday, 9 AM – 3 PM (except holidays)

Send all examination correspondence to:

Title of Examination, Exam No._____ MTA NYC Transit

180 Livingston Street

Room 4070

Brooklyn, NY 11201

QR code for MTA website:

