



DIRECTOR OF PLANT FACILITIES (OC)

NYS #60047630 RC/EL #26020010

Examination to be held **March 28, 2026**; Last filing date **February 23, 2026**

A \$15 non-refundable application filing fee is required. Please refer to Supplement A for further information regarding the application/examination process. Applications are available at:

<https://www.rocklandcountyny.gov/departments/personnel/for-job-seekers/applicant-candidate-resources-forms>

- 1. If applying online, completed applications and electronic payment must be submitted by 11:59 PM EST on the last filing date.**
- 2. If applying by mail, completed applications must be postmarked no later than the last filing date accompanied by a check or money order made payable to the Rockland County Commissioner of Finance.**

POSITION EXISTS IN: Rockland County Sewer District No. 1 and Rockland Community College.

Some of the agencies/departments listed above may not have vacancies or be filling their vacancies at this time.

An open-competitive as well as a promotion examination will be given on the same day and qualified candidates may also compete therein by filing a separate application for each. The promotion list will take precedence over the open-competitive list in filling vacancies in the agency listed, but upon its exhaustion, the open-competitive list will be used to fill vacancies occurring for a period of at least one year from the date the list was established.

RESIDENCE REQUIREMENTS: Candidates must be legal residents of the States of New York, New Jersey or Connecticut at the time of application submission for the examination.

SALARY: The starting salary is \$123,548 annually for a 40-hour work week with Rockland County. Salary will be pro-rated for less than full-time positions.

WHAT THE JOB IS LIKE: This is administrative work of a complex nature that involves a responsibility for planning, managing and overseeing a comprehensive program of corrective and preventive maintenance across a large-scale building complex or other comprehensive facility (e.g., wastewater treatment facility and pumping stations). In addition, the incumbent may occasionally be responsible for supervising and inspecting various construction projects. Supervision is received from a higher-level administrator and supervision is exercised over a number of professional and technical employees. Does related work as required.

When completing the application, your description of experience must specify the dates of your employment, the number of hours worked per week, your title, and the main duties for each. Be specific; vagueness will not be resolved in your favor. Candidates who submit incomplete applications or documentation may be disqualified.

MINIMUM QUALIFICATIONS: At the time of application submission, you must have: A Bachelor's degree or higher in Engineering and ten (10) years of paid engineering work experience in building operations which included mechanical, electrical or a comparable engineering field, at least three (3) years of which must have been in a managerial or supervisory capacity.

NOTE: A Professional Engineer's License issued by the State of New York may be substituted for the required degree or five (5) years of the required paid engineering work experience in building operations which included mechanical, electrical or a comparable engineering field.

TRANSCRIPTS: If using college credits to qualify, official college transcripts must be sent directly from the educational institution to the Rockland County Department of Personnel at rcexams@co.rockland.ny.us no later than two (2) months after the last filing date; student transcripts are not acceptable. Failure to comply with the deadlines set herein may result in the disapproval of your application and/or disqualification from a resulting list of eligible candidates. Your college degree and/or college credit must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized by the U.S. Department of Education/U.S. Secretary of Education. If your degree and/or college credit was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. Candidates are responsible for any required evaluation fees. General Information Concerning Evaluation of Foreign Education and Training, including a list of acceptable companies who provide this service, is available here: <https://rocklandcountyny.gov/departments/personnel/applicant-candidate-resources-forms>.

ANTICIPATED ELIGIBILITY - AGE AND EDUCATIONAL REQUIREMENTS

According to Civil Service Law, section 54 which became effective September 4, 2024, applicants who are within 12 months of meeting the minimum age or attaining the minimum educational requirements following the date of examination, may take the civil service exam, but will be restricted from certification until such a time that the minimum age or educational requirements are met. Candidates will be required to provide proof of qualifying age and/or education within 12 months of exam date in order to be eligible for appointment from a certified list.

DIRECTOR OF PLANT FACILITIES (OC) #26020010 (CONTINUED)

ALL OUTSTANDING APPLICATION DOCUMENTATION: Must be submitted to the Rockland County Department of Personnel no later than two (2) weeks prior to the exam date. Failure to comply with the deadlines set herein may result in the disapproval of your application; disqualification from sitting for the examination; and/or disqualification from a resulting list of eligible candidates. These deadlines are subject to change by the Rockland County Department of Personnel upon notice to a candidate.

SUBJECT OF WRITTEN EXAMINATION:

1. Review and Interpretation of Plans and Specifications, and the Preparation of Estimates – These questions test for the ability to read and understand typical building plans, layouts, and technical specifications; and for the ability to calculate accurate estimates of material and labor costs.
2. Operation, Construction, Alteration, and Maintenance of Physical Plants, including Mechanical and Electrical Equipment – These questions test for knowledge of the methods and materials used in the construction, alteration, maintenance and repair of physical plant facilities including such areas as building foundation and framing, building hardware, insulation, and roofing; and building plumbing, electrical, sanitary, and heating, ventilating, and air conditioning systems.
3. Maintenance Management and Energy Conservation – These questions test for knowledge of the principles and practices involved in managing a building maintenance and energy conservation program including such areas as determining the need for and scheduling building repairs; proper building maintenance techniques; and effective energy conservation practices for buildings, including optimal heating plant and cooling system operation.
4. Operation and Maintenance of Heating, Ventilating and Air Conditioning Systems – These questions test for knowledge of basic principles, practices and techniques essential to the correct operation and maintenance of heating, ventilating and air conditioning systems, including such areas as air supply and exhaust systems, circulating fan capacities, building ventilation requirements, steam, hot water, and hot air heating systems; boiler operation; the refrigeration cycle, types and characteristics of refrigerants, troubleshooting air conditioning system problems, and proper maintenance of air conditioning systems.
5. Administrative Supervision – These questions test for knowledge of the principles and practices involved in directing the activities of a large subordinate staff, including subordinate supervisors. Questions relate to the personal interactions between an upper level supervisor and their subordinate supervisors in the accomplishment of objectives. These questions cover such areas as assigning work to and coordinating the activities of several units, establishing and guiding staff development programs, evaluating the performance of subordinate supervisors, and maintaining relationships with other organizational sections.
6. Administrative Techniques and Practices – These questions test for a knowledge of management techniques and practices used in directing or assisting in directing a program component or an organizational segment. Questions cover such areas as interpreting policies, making decisions based on the context of the position in the organization, coordinating programs or projects, communicating with employees or the public, planning employee training, and researching and evaluating areas of concern.

USE OF CALCULATORS IS ALLOWED FOR THIS EXAMINATION

TEST GUIDE: 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 online at: <https://www.cs.ny.gov/testing/testguides.cfm>.

Civil Service is an Equal Opportunity/Affirmative Action Employer

Date Issued: 01/23/2026