



New York State Archives

Municipal civil service examinations B0504

New York State Archives
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Overview of the Records

Repository:	New York State Archives
Summary:	This series consists of civil service examinations administered by a municipal civil service commission, the Department of Civil Service, or jointly by both. Records include the examination announcement(s): title, duties, salary, minimum qualifications, examination's subject and relative weight of its components, etc.); instruction sheet(s): rules, time allowed, number of questions, etc.); and the actual examination with correct answers indicated.
Creator:	New York (State). Department of Civil Service. Municipal Services Division
Title:	Municipal civil service examinations
Quantity:	37 cubic feet
Quantity:	(159 volumes)
Inclusive Date:	1944-1953
Series:	B0504

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Arrangement

Chronological by year of examination, then alphabetical by name of the municipality (except school district examinations which appear in the last volume for the year).

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Scope and Content Note

This series consists of bound civil service examinations administered by a municipal civil service commission, the Department of Civil Service, or jointly by both. Filed for each examination are the announcement(s), instruction sheet(s), and the actual examination with correct answers indicated. On occasion one or all of these documents are missing and this is indicated by a notice.

Examination announcements contain the following information: the dates when the announcement was issued, application was closed, and the examination was held; the position's title, duties and salary; minimum qualifications for admittance to the examination; examination's subject and relative weight of its components; general information and civil service rules (i.e. veterans' credits, fees, notification of results). Instruction sheets contain the examination's rules, number of questions, time allowed, and instructions for filing of necessary forms and the answer sheet. The examination itself contains the actual questions and their answers.

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Related Information

Related Material

Series B0503, State Administered Civil Service Examinations, and Series 14103, Municipal Examination Administration Files, contain pre-1944 examinations for local positions.

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Other Finding Aids

Available at Repository

Container list.

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Use of Records

Access Restrictions

There are no restrictions regarding access to or use of the material.

Access Terms

- Examinations
- Civil service--Examinations
- Testing
- Local government
- New York (State)
- Municipal officials and employees
- Civil service