CATTARAUGUS COUNTY CIVIL SERVICE
HUMAN RESOURCES DEPARTMENT

303 Court Street * Little Valley, NY 14755 * (716) 938-2281 * FAX (716)938-2759

Julie J. Carr, Personnel Officer **Kristine M. Phinney, Deputy Personnel Officer**

CROSS FILER NOTIFICATION

NOTICE OF APPLICATION FOR EXAMINATIONS BY CITY, COUNTY AND STATE* CIVIL SERVICE AGENCIES

If you have applied for examinations held in different jurisdictions on the same date, you must complete this form and file it with your applications for Cattaraugus County Civil Service exams or to the address below **no later than two weeks prior to the exam date:** Cattaraugus County Civil Service ~ 303 Court Street ~ Little Valley, New York 14755.

YOUR NAME: _____

YOUR ADDRESS: _____

_____

Please fill out the table below with all exams that you have filed for and which jurisdiction they are being held and on what date. **For example, a candidate is applying for two exams at the County level, on with County A, the other with County B; the candidate has the right to choose which County they will appear to on exam date.** ***(You must notify both authorities of the situation, at least two weeks prior to exam date!)*** **Any questions, please call the Cattaraugus County Human Resources Office at (716) 938-2281.**

DATE OF EXAMS: _____

EXAM #	EXAM TITLE	CATTARAUGUS COUNTY	NEW YORK STATE*	OTHER COUNTY (LIST NAME)

All locations must be notified and arrangements must be made to take **ALL** exams at **ONE** test site.

I wish to have all examinations administered by the **(check one):**

_____ Cattaraugus County Civil Service

_____ Other County _____ *(Name of County)*

_____ State of New York* (NYS)

* If you are taking a NYS exam you **MUST** take all tests at the assigned NYS Civil Service exam center.

_____ _____ _____ _____

(Signature) *(Date)* *(Social Security #)* *(Daytime phone #)*