

**JEFFERSON COUNTY DEPARTMENT OF HUMAN RESOURCES**  
**County Office Building - 175 Arsenal Street**  
**Watertown, NY 13601**  
**www.co.jefferson.ny.us**

Valerie M. Nugent  
Director of Human Resources

**\*A NON-REFUNDABLE APPLICATION FEE OF \$15 MUST ACCOMPANY YOUR APPLICATION**  
**PLEASE COMPLETE APPLICATION IN ITS' ENTIRETY - DO NOT SEND RESUME.**

**OPEN COMPETITIVE EXAMINATION**  
**FOR**  
**NO. 19-012 PHYSICAL THERAPY ASSISTANT**

**VACANCIES:** At present, one vacancy exists with the Jefferson County Public Health Department

**SALARY:** \$22.88/hr. (2019 Salary)

**CANDIDATES MUST HAVE BEEN LEGAL RESIDENTS OF JEFFERSON COUNTY FOR AT LEAST ONE MONTH IMMEDIATELY PRECEDING THE DATE OF THE WRITTEN TEST.**

**LAST FILING DATE:** November 1, 2019

**EXAMINATION DATE:** November 1, 2019

Disabled Persons and Persons needing Religious Accommodation: If special arrangements for testing are required, indicate this on your application form.

**MINIMUM QUALIFICATIONS:** Candidates must meet the following requirements on or before the date of the written test: Certification and current registration by the New York State Education Department as a Physical Therapist Assistant. **ALL CANDIDATES MUST SUBMIT A COPY OF THEIR LICENSE AT TIME OF APPLICATION.**

**EXAMPLES OF WORK:** (illustrative only)

Prepares physical therapy treatments according to an established plan of care and other activities of daily living according to the Physical Therapist's direction;  
Performs routine strengthening therapeutic exercises as directed;  
Observes, records, and reports patients' reactions to treatments and programs;  
Prepares sets up, and maintains physical therapy treatment areas and equipment;  
Teaches patients and family members the proper use and care of equipment, such as braces, wheelchairs, and prosthetic devices;  
Provides for and observes safety precautions during all phases of treatment;  
Confers periodically with the Physical Therapist regarding all facets of patient care and related activities;  
Participates with other personnel in the formulation of the patient's total health care plans when appropriate;  
Inventories, cleans, stores, and otherwise maintains supplies and equipment;  
Supervises Physical Therapy Aides as directed by the Physical Therapist;  
Performs records keeping functions related to maintenance and execution of the physical therapy program.

**SPECIAL REQUIREMENT:** Appointees will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate their ability to meet the transportation needs of the job.

**SUBJECT OF EXAMINATION:** For this position, **no** written test is required. Candidates will be rated on an evaluation of their training and experience in relation to the duties and requirements of the position. It is essential that candidates give complete and accurate information regarding their training and experience on their applications because one's place on the eligible list will be determined by the rating given in the evaluation.

THE PASSING GRADE FOR THIS EXAMINATION IS 70.0.

### **APPLICATIONS**

**Applicants must answer every question on the application form and make sure that the application is complete in all respects. Incomplete applications may be disapproved. All statements made by candidates are subject to verification.**

This examination is being prepared and rated by the New York State Department of Civil Service in accordance with Section 23-2 of the Civil Service Law. The provisions of the New York State Civil Service Rules and Regulations dealing with the rating of examinations will apply to this written test.

JEFFERSON COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER.

NOTE: Candidates are permitted to use quiet, hand-held, solar or battery powered calculators.

\*A **NON-REFUNDABLE** fee of \$15 is required for each separately-numbered examination for which you apply. The required fee must accompany your application. Send check or money order payable to the **Jefferson County Treasurer** and write the examination title(s) and number(s) on your check or money order. **DO NOT SEND CASH.** File only for those examinations for which you are clearly qualified. An exception to the fee requirement will be made only for persons who provide proof that they are unemployed and are primarily responsible for the support of the household; or who are receiving Medicaid, Supplemental Security Income (SSI) payments, or Public Assistance (Temporary Assistance for Needy Families/Family Assistance or Safety Net Assistance) or are certified Job Training Partnership Act/Workforce Investment Act eligible through a State or local social service agency. Individuals wishing to claim this waiver of fee must complete an **Application Fee Waiver Request and Certification Form**. This form is available at the Jefferson County Department of Human Resources office. Such claims are subject to later verification and, if not supported by appropriate documentation are grounds for barring appointment.

Issued: 10-3-19