



St. Lawrence County
HUMAN RESOURCES DEPARTMENT
 48 Court Street, Court House
 Canton, New York 13617-1169

(315)379-2210
 FAX: (315)379-2388

CIVIL SERVICE EXAMINATION CROSS-FILER FORM

Candidates who apply for one or more examinations offered on the same date by any City, County or State* Civil Service agency locate in New York State, must make arrangements to take all the examinations at one test site. You **MUST** complete this form and mail it to each agency no later than two (2) weeks before the test date.

* **Please note:** If you have applied for both State and local government examinations, you must take all your examinations at the State examination center. Your State examination admission letter will advise you when and where to report for your examinations. Candidates should contact the St. Lawrence County Human Resources Department if you are taking any St. Lawrence County examinations at a State examination center.

(Please print legibly)

NAME:

EXAM DATE:

SOCIAL SECURITY NUMBER:

DAY-TIME PHONE NUMBER (with area code):

LOCATION WHERE CANDIDATE WISHES TO TAKE EXAMS: (if other than State exam)

 List ALL examination numbers, titles and Civil Service Agencies for which you have applied:

<u>EXAM #</u>	<u>EXAM TITLE</u>	<u>CIVIL SERVICE AGENCY</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Send completed form to:
 St. Lawrence County Human Resources Department
 48 Court Street
 Canton, NY 13617
 (send a copy to all Civil Service agencies listed)

Jonnie Dorothy
 Director of Human Resources