

**APPENDIX A**  
**EXEMPT CLASS**  
**COUNTY SERVICE**

1st Assistant County Attorney	County Attorney
1st Assistant District Attorney	Deputy Commissioner of Public Works
1st Assistant Public Defender	Deputy County Treasurer (2)
2nd Assistant County Attorney	Deputy County Clerk
2nd Assistant District Attorney	Public Defender
2nd Assistant Public Defender	Secretary to Commissioner of Public Works
3rd Assistant County Attorney	Secretary to Commissioner of Social Services
3rd Assistant District Attorney	Secretary to County Attorney
3rd Assistant Public Defender	Secretary to District Attorney
Assistant Public Defender	Secretary to the Public Defender
Confidential Assistant – Financial Affairs	Secretary to the Sheriff
Confidential Secretary to the County Manager	Undersheriff

**TOWN SERVICE**

**In All Towns:**

Bookkeeper to Supervisor	Deputy Town Clerk
Budget Officer (PT)	Dog Enumerators (Seasonal)
Clerk to the Judge	Town Attorney

**Town of Owego:**

Clerk to the Judge (2)	Secretary to Supervisor
Deputy Town Clerk (Taxes & Assessments)	Secretary to Zoning Board of Appeals
Deputy Town Highway Superintendent	

**APPENDIX A**  
**EXEMPT CLASS**  
**VILLAGE SERVICE**

**In all Villages:**

Acting Police Justice

Clerk to the Judge

Village Attorney

Village Treasurer

**Village of Candor:**

Deputy Village Clerk and Treasurer

**Village of Newark Valley:**

Deputy Village Clerk and Treasurer

**Village of Owego:**

Deputy Village Clerk and Treasurer

Village Administrator

**Village of Waverly:**

Deputy Village Clerk and Treasurer

**SCHOOL DISTRICT SERVICE**

**In All School Districts:**

School Attorney

School Census Taker

School District Clerk

School Tax Collector

School Treasurer

Secretary to Superintendent

**SPECIAL DISTRICT**

**Town of Owego Fire District:**

Secretary / Treasurer

**APPENDIX B**  
**NON-COMPETITIVE CLASS**  
**COUNTY SERVICE**

Account Clerk-Typists (PT)	Director of Emergency Services*
Assigned Counsel Administrator (PT)	Director of Information Technology and Communication Systems*
Assistant Fire Coordinators (PT)	Heavy Equipment Operator (H.E.O) Site Leaders
Case Aides (Seasonal)	Highway Workers (Seasonal)
Civil Service Administrator	Historian (P/T)
Clerical Aides (Seasonal – June 1 until August 31)	Jail Physician (PT)
Clerks (Seasonal)	Licensed Practical Nurses
Code Enforcement Officer (PT)	Maintenance Mechanics
Commissioner of Health and Human Services*	Mechanic Working Supervisors
Commissioner of Social Services	Motor Equipment Operators (M.E.O) I
Community Service Workers (P/T)	Motor Equipment Operators (M.E.O) II
Conservation Aides (Seasonal – June 1 until August 31)	Motor Equipment Operators (M.E.O) III
Cooks	Paralegals (Part-Time)
County Director of Real Property Tax Services	Personnel Officer
County Fire Coordinator (PT)	Probation Assistants (Part-Time)
County Health Officer/Commissioner Grade II (PT)	Psychiatrists (Part-Time)
Custodial Aides (Seasonal – June 1 until August 31)	Public Health Director*
Deputy Commissioner of Social Services*	Public Health Director (Part-Time)
Deputy Director of Emergency Preparedness (P/T)*+	Public Health Engineer (Part-Time)
Deputy Director of Probation (Part Time)	Registered Professional Nurses
Deputy Sheriffs (Part-Time)	Secretary to Economic Development and Planning
Director of Community Services*	Stop D.W.I Coordinator
Director of Economic Development and Planning*	Summer Youth Counselors (Seasonal – June 1 until August 31)
	Youth Bureau Director

\* Designation of Policy Influencing/Confidential  
+ Annual salary limitation of \$6,000

**APPENDIX B**  
**NON-COMPETITIVE CLASS**  
**COUNTY SERVICE**

**Department of Fire:**

EMT Instructors (PT)

**Public Health:**

Mail Clerks (P/T)

**Public Works:**

Automotive Mechanic

Motor Equipment Operators

Automotive Mechanic II

Sign Maintenance Worker

Construction Inspectors (Seasonal)

**Sheriff's Department:**

Cook-Manager

Court Attendants (PT)

Deputy Sheriffs (Part-Time)

**Social Services:**

Attorney (PT)

Social Welfare Examiners (Seasonal)

Supervisor of Medical Services (PT)

**Veteran's Service Agency:**

Director of Veteran's Service Agency

**APPENDIX B**  
**NON-COMPETITIVE CLASS**  
**TOWN SERVICE**

**In All Towns:**

Code Enforcement Officers (PT)\*

Registrar of Vital Statistics (PT)

Constables (PT)

Town Historian (PT)

Health Officer (PT)

Motor Equipment Operators

**Town of Nichols:**

Library Technician (PT)

**Town of Owego:**

Assessor III

Fire Inspector (PT)

Park Attendant (Seasonal)

Water Superintendent (PT)

\* Population under 5,000

**APPENDIX B**  
**NON-COMPETITIVE CLASS**  
**VILLAGE SERVICE**

**In All Villages:**

Assessors (PT)

Motor Equipment Operators

Code Enforcement Officers (PT)\*

Registrar of Vital Statistics (PT)

Health Officer (PT)

**Village of Candor:**

Street and Water Superintendent (PT)

**Village of Newark Valley:**

Library Technician (PT)

**Village of Owego:**

Deputy Superintendent of Public Works\*\*

Safety Inspector (PT)\*

Housing Code Inspector (PT)

Youth Court Assistant (PT)\*

Manager Swimming Pool (Seasonal)

**Village of Waverly:**

Assistant Code Inspector PT\*

Fire Inspector (PT)\*

Cemetery Superintendent (PT)

Municipal Bingo Inspector (PT)

Fire Alarm Electrician (PT)

Street Superintendent\*

Fire Chief (PT)

\* Population under 5,000

\*\* Designation of Policy Influencing/Confidential

**APPENDIX B**  
**NON-COMPETITIVE**  
**SCHOOL DISTRICT SERVICE**

Bakers	Lifeguards
Bus Drivers	Mechanic Working Supervisor
Cashiers (PT)	Payroll Clerk-Typists (PT)
Cleaner- Bus Drivers	Registered Professional Nurses
Cooks	School Chauffeurs
Cook Managers	School Physicians (PT)
Custodial Workers	Senior Building Maintenance Mechanics
Custodial Worker-Couriers	Student Workers
Custodial Worker/School Monitors	Supervisor of Attendance (PT)
Head Bus Drivers	Teacher Aides
Interpreter of the Deaf	Watchpersons
Lead Groundskeeper	Water Safety Instructors
Library Clerks (PT)	
Licensed Practical Nurses	
Mechanic-Drivers	

**SPECIAL DISTRICT**

**Town of Owego Fire District:**

Fire District Manager

**Apalachin Fire District:**

Building & Grounds Maintenance Worker (PT)

**APPENDIX B**  
**NON-COMPETITIVE**  
**In all Departments and Jurisdictions where they exist:**

Account Clerks (PT)	Parking Meter & School Guards (PT)
Assessor I	Park Maintenance Assistants
Automotive Mechanics	Park Maintenance Supervisors
Building Inspector (PT)	Police Officers (PT)
Building Maintenance Mechanics	Principal Account-Clerk (PT)
Caseworkers (PT)	Recreation Attendants (Seasonal)
Clerks (PT)	Recreation Director (Seasonal)
Clerk-Typists (PT)	Recreation Leaders (Seasonal)
Dog Control Officers (PT)	Recreation Supervisors (Seasonal)
Heavy Equipment Operators	School Crossing Guards (PT)
Heavy Equipment Operators (H.E.O) I	Social Welfare Examiners (PT)
Heavy Equipment Operators (H.E.O) II	Stenographers (Seasonal)
Heavy Equipment Operators (H.E.O) III	Swimming Instructors (Seasonal)
Janitors (PT)	Swimming Lifeguards (Seasonal)
Maintenance Assistants	Typists (PT)
Mechanics Helpers	Typists (Seasonal)
Motor Equipment Operators (M.E.O.) I	Water Maintenance Assistants
Motor Equipment Operators (M.E.O.) II	Water Maintenance Supervisors
Motor Equipment Operators (M.E.O.) III	Working Supervisors

Section 55-a designated positions in titles where the incumbent is certified either by the Commission for the Blind and Visually Handicapped in the State Department of Social Services as being physically disabled by blindness or by the Office of Vocational and Educational Services for Individuals with Disabilities, State Education Department as otherwise physically or mentally disabled.



**APPENDIX C**  
**LABOR CLASS**  
**COUNTY SERVICE**

**In all Departments:**

Cleaners

Home Health Aides

Laborers

**TOWN SERVICE**

**In all Towns:**

Cleaners

Laborers

**VILLAGE SERVICE**

**In all Villages:**

Cleaners

Laborers

**Village of Newark Valley:**

Fire House Caretaker

**Village of Owego:**

Sexton (Cemetery)

**SCHOOL DISTRICT SERVICE**

**In all School Districts:**

Cleaners

Cleaners (Light)

Food Service Helpers

Groundskeeper

School Monitors

**APPENDIX C**  
**LABOR CLASS**  
**SPECIAL DISTRICTS**

**Tioga County Soil & Water Conservation District:**

Laborers

**APPENDIX D**  
**UNCLASSIFIED**  
**COUNTY SERVICE**

Budget Officer (PT)	County Sheriff
Children's Court Judge	County Surrogate
Civil Service Commissioners	County Treasurer
Clerk to Tioga County Legislature	Deputy Clerk to the Tioga County Legislature (2)
Commissioner of Public Works	District Attorney
County Clerk	Members of all Boards and Commissions
County Coroner	Members of Tioga County Legislature
County Judge	All members, officers and employees of Board of Elections
County Manager	

**TOWN SERVICE**

**In all Towns:**

Assessors	Town Clerk
Election Inspectors	Town Councilmen
Justices of the Peace	Town Highway Superintendent
Members of all Boards and Commissions	Town Supervisor
Tax Collector	Voting Machine Custodian

**VILLAGE SERVICE**

**In all Villages:**

Assessors (where elected)	Trustees
Justices of the Peace	Village Clerk
Mayor	Village Clerk-Treasurer
Members of all Boards and Commissions	Voting Machine Custodian
Police Justices	

**APPENDIX D**  
**UNCLASSIFIED**  
**SCHOOL DISTRICT SERVICE**

All persons employed in accordance with Section 35(g), (I), and (j) of the Civil Service Law

**In all Departments and Jurisdictions where they exist:**

Election Clerks

Election Inspectors

Voting Machine Custodian