



## Livingston County Nurse Practitioner (Training & Experience Examination)

<b>LOCATION</b>	Varies	<b>JOB TYPE</b>	Varies
<b>JOB NUMBER</b>	OC #26312000	<b>DEPARTMENT</b>	Civil Service
<b>OPENING DATE</b>	04/14/2026	<b>CLOSING DATE</b>	5/7/2026 4:00 PM Eastern

### Description

The Training and Experience review will be completed after the closing date.

#### EXAM FEE:

- **Livingston County Residents:** The exam fee will be waived for current legal residents of Livingston County.
- **Military Veterans:** The exam fee will be waived for any Military Veteran who submits a copy of their DD214 Member form.
- **Non Livingston County Residents: The exam fee is \$10.00.**
  - This must be paid by cash, money order, certified check, cashier's check or fee waiver. No other forms of payment will be accepted.
  - All exam fees must be delivered or mailed to Livingston County Human Resources Department, 6 Court Street, Room 206, Geneseo, New York 14454.
  - Fee due by the last filing date.
  - Late fees and fees in unacceptable payment forms will NOT be accepted.
  - The fee is non-refundable.
  - **YOUR APPLICATION WILL NOT BE REVIEWED WITHOUT A FEE.**

**APPLICATION FEE WAIVER:** A waiver of application fee will be allowed if you are unemployed and primarily responsible for the support of a household. In addition, a waiver of application fee will be allowed if you are determined eligible for Medicaid, or receiving Supplemental Security Income 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. All claims for application fee waiver are subject to verification. To request a fee waiver, complete a "Request for Application Fee Waiver and Certification" form and submit it with your application by the close of business on the application deadline as listed on this announcement. Application waiver forms are available at the Livingston County Human Resources Department or on our website at <https://livingstoncountyny.gov/539/Employment-Application-and-other-Forms>.

#### APPLICATION PROCESS:

Online applications can be submitted using the "Apply" button for this exam announcement.

This exam announcement can be found at: <https://www.governmentjobs.com/careers/livingstoncounty/transferjobs>

Paper applications are no longer accepted.

**POSITION INFORMATION:**

**LOCATION:** Livingston County Department of Health - Geneseo, NY or Mt. Morris, NY

**SALARY:** Varies.

**DUTIES:** The work involves responsibility for providing primary health care services in a public health or other health related setting. The incumbent must be certified to practice in the specific specialty area or areas related to the work performed. The work performed must be in accordance with written practice agreements and protocols. The incumbent diagnoses illness and recommends therapeutic and corrective measures, which may include the prescription of drugs, devices and immunizing agents. The incumbent provides information and counseling regarding preventive issues as applicable. The work is performed independently under the appropriate license in collaboration with a licensed Physician qualified in the specialty area. The incumbent retains responsibility for the professional tasks performed within his or her scope of practice. Work is performed in the office and in the field. Supervision is exercised over subordinate personnel. A Nurse Practitioner does related work as required.

**Typical Qualifications**

**RESIDENCY:** Candidates must have been legal residents of the following jurisdiction(s) for at least four months immediately preceding the date of the written test:

- Livingston County, or
- One of the following Counties: Allegany, Genesee, Monroe, Ontario, Steuben or Wyoming

**Applicants must meet all requirements for one of the following qualification options in order to be approved for examination and/or appointment:**

Qualification Option #	1	2
Training/Education	<ul style="list-style-type: none"><li>• Completion of an educational program registered by the New York State Department of Education (NYSED), or a program determined by NYSED to be equivalent to a registered program, which is designed and conducted to prepare graduates to practice as nurse practitioners.</li></ul>	<ul style="list-style-type: none"><li>• Certification as a nurse practitioner by a national certifying body acceptable to the New York State Department of Education.</li></ul>
General experience	<ul style="list-style-type: none"><li>• None required.</li></ul>	<ul style="list-style-type: none"><li>• None required.</li></ul>
Supervisory experience	<ul style="list-style-type: none"><li>• N.A.</li></ul>	<ul style="list-style-type: none"><li>• N.A.</li></ul>

<b>License/ Certification</b>	<ul style="list-style-type: none"> <li>• Possession of a valid New York State Nurse Practitioner registration certificate<sup>[1]</sup> with prescriptive privileges related to the work performed AND</li> <li>• Possession of a valid New York State driver's license.</li> </ul>	<ul style="list-style-type: none"> <li>• Possession of a valid New York State Nurse Practitioner registration certificate<sup>1</sup> with prescriptive privileges related to the work performed AND</li> <li>• Possession of a valid New York State driver's license.</li> </ul>
<b>Other requirements</b>	<ul style="list-style-type: none"> <li>• See Special Qualifications below.</li> </ul>	<ul style="list-style-type: none"> <li>• See Special Qualifications below.</li> </ul>

[1]Part 64 of the New York State Commissioner of Education Regulations defines the profession of Nurse Practitioners and includes the following specialty areas: Acute Care, Adult Health, College Health, Community Health, Family Health, Gerontology, Holistic Care, Neonatology, Obstetrics/Gynecology, Oncology, Pediatrics, Palliative Care, Perinatology, Psychiatry, School Health, and Women's Health.

**SPECIAL QUALIFICATIONS:**

1. Appropriate professional certification must be maintained in good standing, without restrictions, throughout employment.
2. Employee is responsible for taking all action necessary to maintain certification including, but not limited to, completing required continuing education, paying any certification fees, etc.
3. An appropriate driver's license must be maintained throughout employment.
4. Access to reliable transportation, which may be used to perform job duties, must be maintained throughout employment.
5. A driving record evidencing safe and responsible vehicle operation is required.
6. Must authorize and execute any necessary releases to enable the appointing authority to verify licensure and driving history involving violations and/or crimes.

**Supplemental Information**

**EXAM SUBJECTS:** The only subject of examination will be evaluation of the candidate's training and experience. The education and experience of those who meet the minimum requirements for this position will be evaluated with emphasis on appropriateness, breadth and recency. You are, therefore, asked to include in your application all pertinent education and experience in sufficient detail so that your background may be fully evaluated. You must specify the number of hours worked per week, your title, and the main duties for each. Be specific; vagueness and ambiguity will not be resolved in your favor. Candidates who submit incomplete applications or documentation may be disqualified.

**EXAM SCORE:** This examination is being held on a continuous recruitment basis. The Nurse Practitioner exam will be held periodically. Candidates who meet the qualifications and pass the exam will have their names placed on the eligible list in the order of final scores, regardless of the date on which they filed or took the test. Generally, the names of qualified candidates will remain on the eligible list for one year.

**VETERANS CREDITS:** Additional credits are available to veterans who meet certain established requirements. Veterans who have not used their credits may make application for their use. The Veterans Credits application form is available at the Human Resources Department or on our website at <https://livingstoncountyny.gov/539/Employment-Application-and-other-Forms>. Applications for veterans credits must be accompanied by a copy of the candidate's DD214 Member 4 form. No credit may be added after the eligible list has been established.

**CHILDREN OF FIRE FIGHTERS AND POLICE OFFICERS KILLED IN THE LINE OF DUTY:** In conformance with Section 85-a of the Civil Service Law, children of firefighters and police officers killed in the line of duty shall be entitled to receive an additional ten points in a competitive exam for original appointment in the same municipality in which his or her parent served. If you are qualified to participate in this exam and are a child of a firefighter or police officer killed in the line of duty in this municipality, please inform this office when you submit your application for examination. A candidate claiming such credit has a minimum of two months from the application deadline to provide the necessary documentation to verify additional credit eligibility. No credit may be added after the eligible list has been established.

**CANDIDATE NAME, EMAIL, AND ADDRESS CHANGES:** It is the responsibility of the candidate to notify Livingston County Civil Service of any changes of name, email and/or address. NO attempt will be made to locate candidates who have moved. The form can be found on our website at <https://livingstoncountyny.gov/539/Employment-Application-and-other-Forms>.

**EQUAL EMPLOYMENT OPPORTUNITY:** Livingston County is an Equal Opportunity Employer. Discrimination on the basis of a protected classification is prohibited with respect to all aspects of employment. Protected classifications include: race, color, sex, sexual orientation, religion, age, national origin, marital status, disability, veteran status, genetic information, domestic violence victim status, gender identity and gender expression, or for any other reason prohibited by law.

**PUBLIC EMPLOYERS UNDER LIVINGSTON COUNTY'S CIVIL SERVICE JURISDICTION:** The following public employers are under Livingston County's Civil Service jurisdiction and use Livingston County's eligible lists to fill competitive class positions:

County: Livingston.

Libraries: Bell Memorial Library, Dansville Public Library, Wadsworth Public Library.

Villages: Avon, Caledonia, Dansville, Geneseo, Leicester, Lima, Livonia, Mt. Morris, Nunda.

Towns: Avon, Caledonia, Conesus, Geneseo, Groveland, Leicester, Lima, Livonia, Mt. Morris, N. Dansville, Nunda, Ossian, Portage, Sparta, Springwater, West Sparta, York.

Schools: Avon, Caledonia-Mumford, Dansville, Geneseo, Keshequa, Livonia, Mt. Morris, Wayland-Cohocton, York.

Special Districts: Genesee Valley BOCES, Livingston County Water and Sewer Authority.

**FURTHER INFORMATION:** Contact the Human Resources Department or visit the County's website at:

Livingston County Human Resources Department

6 Court St., Room 206

Geneseo, NY 14454

(585) 243-7570

Livingston County website, Human Resources Dept. page <https://livingstoncountyny.gov/207/Human-Resources>

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**Employer**

Livingston County

**Address**

6 Court Street, Room 206

Geneseo, New York, 14454

**Phone**

585-243-7570

**Website**

<https://www.livingstoncounty.us/>