

**GENERAL PUBLIC**  
**(Examination Required)**

Any legal resident of Clinton County who meets minimum qualifications for a position can apply for a vacancy when no eligible list exists. (An eligible list is a roster of candidates who have passed a Civil Service examination for a specific title).

An individual may be appointed provisionally if they meet minimum qualifications and no eligible list exists. After a provisional appointment is made, the exam is requested from the NYS Department of Civil Service. The provisional employee must take the exam when offered and score within the top three willing to accept a permanent appointment.