

**CIVIL SERVICE COMMISSION
WATERBURY, CONNECTICUT**

OPEN COMPETITIVE EXAM #2275

OPEN COMPETITIVE EXAMINATION FOR: CITY ENGINEER

SALARY: \$95,000.00 ~ \$125,000.00 PER YEAR (Exempt, paid bi-weekly)

FRINGE BENEFITS: Choose from available health insurance plans (employee contributions vary) Prescription Drug Rider, Dental Plan, Group Life Insurance for Individual; Retirement Plan; paid Holidays; paid Vacation Days; paid Sick Days; paid Personal Days.

LAST DAY FOR FILING APPLICATIONS

Applications, which may be obtained by visiting our website at www.waterburyct.org or at the Civil Service Office, Chase Municipal Building, 236 Grand St., Waterbury, CT 06702 & must be on file by 4:50 p.m. on:

UNTIL SUFFICIENT APPLICATIONS ARE RECEIVED

IMPORTANT:

1. **Veterans** – Veteran's points will be awarded in accordance with the Connecticut State Statute. Five (5) for non-disabled veterans, ten (10) for disabled veterans. Proper documentation must be submitted to the Personnel Director before the date of the examination.
2. **Residents** – Five (5) Residency points shall be added in accordance with the amendment to the Civil Service Ordinances dated March 18, 2011. Proper documentation and proof of residence must be submitted no later than the closing date for applications.

EXAMPLES OF WORK: (Illustrative only)

The following identifies the primary and essential functions of the position and is not intended to be an exhaustive listing of all duties.

Serves as Chief Engineer. Supervises, through subordinate staff, various municipal programs including but not limited to, bridge/dam repair and maintenance; storm water management; culvert and sewer design, repair and replacement; pump station analysis; pavement management, traffic signal projects, also coordinates work programs and directs the effective use of personnel, equipment and funds. Approves all construction plans (in-house and outside included), site plans, subdivision and plot plans, specifications and bid documents for the City prior to issuance for bid and approves all related construction estimates for compliance with available budgets. Establishes, plans and directs recurring maintenance, management and safety programs. Assists the Director of Public Works (or authorized agent) with establishing objectives and work programs for the Department of Public Works. Manages projects and resources through Town Aide Road Fund, Local Capital Improvement Fund or other resources, and keeps account of the same. Plans, coordinates, prepares and oversees the execution of outside services contracts which may be part of the Bureau's, or other City Departments', annual professional services program. Assists with the establishment of work rules, operating policies, performance standards and other controls necessary to achieve objectives. Prepares periodic and special reports to document Bureau's activities. Provides engineering opinions and services to all City agencies on issues relating to City Properties and interests. Provides construction management services in implementing the construction and repair for Public Works and other Department infrastructure needs, including value engineering and constructability review. Provides emergency assistance in warranted situations as required to insure the safety to the public using the City infrastructure. Assists in the preparation and conformance of any permits necessary for the safe and approved operation of dams, bridges and other such activities as may be required. Prepares the annual and Capital Bureau budget request and submits to the Director of Public Works (or authorized agent), Budget Director, Chief Financial Officer and Boards as required. Acts as member of the Capital Budget Review Committee. Counsels, reviews and evaluates employees and administers applicable union contracts as required. Serves as the City's expert witness in court when the city is suing or being sued on matters related to Engineering. Serves on various Committees, Boards and Commissions. Establishes and controls new or emerging City programs, analyzes existing activities and revises policy and procedures for same. Supervises landfill disposal and flood control operations. Performs other related work as required or directed.

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REQUIRED KNOWLEDGES, SKILLS AND ABILITIES:

Must be able to attend occasional (evening) Board and community meetings. Possess a valid Connecticut Drivers' License. Thorough and extensive knowledge of the methods, tools, equipment, practices, procedures, techniques and technologies of street, bridge, storm and sanitary sewers, and related maintenance and design work. Ability to plan, organize and supervise through subordinates the work of a large number of highly skilled, skilled, and semi-skilled workers engaged in design, survey and permit review related activities. Ability to perform work under emergency conditions with a minimum amount of direction and supervision. Ability to express ideas clearly and effectively, orally and in writing. Knowledge of computers and software programs (design, maintenance and word processing). Ability to prepare and present clear and concise reports. Ability to establish and maintain effective working relationships with other Public Works Bureau Chiefs, employees, City officials, unions and the public. Considerable knowledge of the interpretations of plans and specifications associated with a variety of City infrastructure projects. Considerable knowledge of State and Federal regulations and programs associated with municipal improvements.

IN ORDER TO BE CONSIDERED FOR THIS POSITION YOU MUST INDICATE ON YOUR APPLICATION THAT AS OF THE CLOSING DATE YOU HAVE THE FOLLOWING EXPERIENCE:

Bachelors' Degree with emphasis on civil engineering, engineering technology, transportation or related field; possess a Professional Engineer License in the State of Connecticut, together with ten (10) years or more of related experience in the Public Works area; or with a large consulting engineering firm or construction company, of which three years shall be in a supervisory capacity. Possession of a Certified Connecticut Land Surveyors license is preferred, but not required. Valid drivers' license with a good driving history. Professional Engineer License in the State of Connecticut is required.

**COPIES OF DEGREE OR TRANSCRIPTS, PE LICENSE
AND DRIVERS' LICENSE MUST BE SUBMITTED
AT TIME OF APPLICATION**

In order to verify possession of the appropriate Driver's License and good driving history, applicants will now be required to provide the H.R. Office with a Driving History Report that is less than 30 days old. Only reports generated by the Department of Motor Vehicle will be accepted. This information will be specifically requested of the applicants at the time that a conditional offer is made. In the event that a report is not supplied within (7) seven days or the H.R. Director deems your driving history to be poor, the conditional offer may be rescinded.

This position is covered under the written agreement between the City of Waterbury and the Waterbury Municipal Administrator Association Union. The Parts and Weights for this examination will be determined prior to conducting the exam. Individuals appointed shall be required to serve a working test period which will be, in effect, the final phase of the examination. **Appeal Process-** An applicant may appeal notice of not meeting the minimum qualifications (Civil Service Rules and Regulations, Section 3741, Subsection B, Article 9) to the *Civil Service Commission* within seven (7) days of the date on such notice. Please notify the Civil Service Office of a change in address. Notification will be mailed to the address written on your application.

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WORKING CONDITIONS, PHYSICAL AND MENTAL REQUIREMENTS

Employees appointed to positions in this class must have adequate physical strength, stamina, physical agility and visual and auditory acuity and must maintain such physical fitness as to be able to perform the duties of the class. A physical examination may be required.

Frequency: Place an "X" in each box that is appropriate to your job.

NEVER (N)	OCCASIONALLY (O)				FREQUENTLY (F)				CONSTANTLY (C)			
0 % of Shift	1-33% of Shift				34-66% of Shift				67-100% of Shift			
Working Conditions	N	O	F	C	Working Conditions	N	O	F	C			
Physical Demands					Depth Perception			X				
Standing			X		Color Distinction			X				
Walking			X		Peripheral Vision			X				
Sitting			X		Driving			X				
Lifting		X			Physical Strength:							
Carrying		X			Little Physical Effort (-10 lbs.)		X					
Pushing		X			Light Work (-20 lbs.)		X					
Pulling		X			Medium Work (20-50 lbs.)	X						
Climbing		X			Heavy Work (50-100 lbs.)	X						
Balancing		X			Very Heavy Work (100+ lbs.)	X						
Stooping		X			Environmental Conditions							
Kneeling		X			Cold (50 degrees F or less)		X					
Crouching		X			Heat (90 degrees F or more)		X					
Crawling	X				Temperature Changes		X					
Reaching		X			Wetness		X					
Handling		X			Humidity		X					
Grasping		X			Extreme Noise or Vibration		X					
Twisting		X			Exposure to Chemicals	X						
Feeling		X			Exposure to Gases and Fumes	X						
Talking			X		Exposure to Unpleasant Odors	X						
Hearing			X		Exposure to bodily fluids	X						
Repetitive Motion		X			Exposure to dampness		X					
Hand/Eye/Foot Coordination			X		Confinement to Small or Restricting Area	X						
Visual Acuity/Near			X		Mechanical Hazards	X						
Visual Acuity/Far			X		Physical danger or abuse	X						

The above statements are intended to describe the general nature and level of work being performed by the employee assigned to this position. They are not to be construed as an exhaustive list of all job responsibilities and duties performed by personnel so classified. The City of Waterbury is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the City when necessary.

Prepared on: December 9, 2020

City Engineer