

**CIVIL SERVICE COMMISSION
WATERBURY, CONNECTICUT**

OPEN COMPETITIVE EXAM #2196

OPEN COMPETITIVE EXAMINATION FOR: SUPERVISOR OF STREETS

SALARY: \$80,121.13 ~ \$93,700.98 PER YEAR

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:

NOVEMBER 12, 2018

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)

Supervises, through subordinate staff, the municipal street programs; coordinates work programs and directs the effective use of personnel, equipment and funds; Plans, organizes, coordinates and directs the maintenance, upgrading of, street and roadway surfaces, signs, sidewalks and walls and assists in the reconstruction of sewers; Establishes, plans, and directs recurring maintenance management and safety programs; Schedules, assigns, and supervises the sweeping of streets and the removal of brush and weeds from the City's rights-of-way and other city properties; and assists in the removal of bulk refuse; Supervises the seasonal weed control (spraying) program; Coordinates the collection of clean up debris with federal, state, and other regulatory agencies and (local) groups; Principally responsible for organizing, assembling and directing crews to keep streets open under conditions of snow, ice, flooding or other emergencies; Advises and reports on condition of City streets recommending resurfacing or other measures; Assists the Director of Public Works with establishing objectives and work programs for the Bureau; Plans, coordinates, prepares and oversees the execution of outside services contracts which may be part of the Bureau's annual maintenance programs; 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; Prepares and maintains the permits necessary for the safe and approved operation of salt and sand storage, snow removal 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 designee, as required; Counsels, reviews and evaluates employees and administers applicable union contracts as required; Responds to citizen's complaints and/or the city's work order system; Performs other related work as required.

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REQUIRED KNOWLEDGES, SKILLS AND ABILITIES:

Must be able to attend occasional (evening) Board and community meetings; Thorough and extensive knowledge of the methods, tools, equipment, practices, procedures, techniques and technologies of street, bridge, storm and sanitary sewers, and related maintenance work; Thorough knowledge of the City street systems or the ability to acquire that knowledge within a reasonable time; Thorough knowledge of the types and uses of construction and maintenance equipment; Ability to plan, organize and supervise through subordinates the work of a large number of skilled, semi-skilled, and un-skilled workers engaged in street and sewer maintenance and repair 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 MS office software; 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.

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: Possession of High School Diploma/GED; and five (5) years of experience in a supervisory capacity conducting road maintenance. In addition, a Bachelors' degree in engineering or construction and experience in a large scale municipal street maintenance and repair operation is preferred.

**COPIES OF DEGREE OR TRANSCRIPTS 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.

THE CITY OF WATERBURY IS AN EQUAL OPPORTUNITY EMPLOYER
E.O.E. M/F/H/V
EEOP Utilization Report available upon request