

**CIVIL SERVICE COMMISSION
WATERBURY, CONNECTICUT**

OPEN COMPETITIVE EXAM #2142

OPEN COMPETITIVE EXAMINATION FOR: ASSISTANT WATER SUPERINTENDENT
SALARY: \$74,689.18 ~ \$95,058.96 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:

June 30, 2017

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)

Gives general and/or specific direction to supervisors engaged in operational, maintenance and administrative activities;
Reviews reports of all supervisors;
Assists in personnel matters;
Suggests long and short term plans and methods for good water storage, treatment, distribution, and expansion of any phase of water system;
Inspects all Water Department facilities including, but not limited to watersheds, reservoirs, pumping stations and water tanks, to check operations and to determine personnel, equipment needs, etc.
Works closely with the City Engineer, Department Engineer and Consulting Engineers on future modifications and improvements to water supply system;
Coordinates policies and methods of operation with the work of other municipal departments and related State and Federal agencies;
Assists in the following: preparation of annual budget, writing reports on water activities periodically and as requested;
Reviews and approves requisitions, vouchers, and warrants for payment;
Does other related work as required.

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REQUIRED KNOWLEDGES, SKILLS AND ABILITIES:

Good knowledge of the principles, standard methods and practices of the operation of a large municipal water system; good knowledge of the principles of hydraulics as applied to public water supply systems. Ability to interpret engineering, hydrological, laboratory and business data in relation to water systems; ability to plan and supervise operational and administrative staff; ability to establish and maintain effective working and public relations; initiative, resourcefulness, good judgment, good physical condition.

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: Five (5) years' experience in the operation of a water system serving a population of 50,000. Three (3) years' experience in a supervisory capacity; Associates Degree from a college or university of recognized standing.

SPECIAL REQUIREMENTS:

Must be on call 24 hours a day. Must possess or be able to obtain a State of Connecticut Department of Public Health, Class III Distribution System operator certification within six months of appointment. Must possess a valid driver's license with a good driving history.

**COPIES OF DEGREE OR TRANSCRIPTS MUST BE SUBMITTED
AT TIME OF APPLICATION**

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

6/2/2017 cs