

**CIVIL SERVICE COMMISSION
WATERBURY, CONNECTICUT**

OPEN COMPETITIVE EXAM #2217

OPEN COMPETITIVE EXAMINATION FOR: VEHICLE UTILITY MAINTENANCE PERSON

SALARY: \$18.18 ~ \$22.12/hr. (NOTE: NEW HIRES START AT THE BEGINNING OF THE RANGE)

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; paid Sick Days; paid Personal Days.

LAST DAY FOR FILING APPLICATIONS

APPLICATIONS: 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)

Replenishes oil, coolants, and air in city vehicles;

Washes, polishes, steam cleans and services equipment;

Changes oil, repairs and replaces tires, tubes and batteries;

Performs minor repairs as required;

Maintain standard shop records and job orders;

Delivers and picks up vehicles which are to be serviced on a regular and sometimes daily basis;

Does other related work as required.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of the basic methods, tools and equipment of vehicle maintenance; Knowledge of occupational hazards and safety precautions of the automotive trade; Ability to work independently, understand and carry out oral and written instructions; Capable of lifting a load weighing over 60 lbs; Ability to withstand adverse weather conditions.

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:

One (1) year experience in the routine maintenance of automotive equipment; and must be in possession of a valid Motor Vehicle License with a good driving record (**see statement below**).

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 City Employees Local 353, AFSCME. 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.

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