

**CIVIL SERVICE COMMISSION
WATERBURY, CONNECTICUT**

OPEN COMPETITIVE EXAM #2618

OPEN COMPETITIVE EXAMINATION FOR: AUTOMOTIVE MECHANIC

SALARY: \$29.86 ~ \$37.81/hr. Non-Exempt, paid weekly (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 4:30 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)

Repairs and maintains diesel and gasoline engine trucks, passenger sedans and heavy construction equipment; Reads job order and observes and listens to operation of equipment to determine malfunction; Repairs electrical, power, transmission, brake and other automotive systems; Installs new ignition systems, aligns and balances front wheels; Replaces transmission, motors and other parts; Inspects protective guards and other safety devices to insure employee safety; Lubricates, tightens and adjusts parts; Performs vehicle safety inspections; Keeps records of work accomplished; Drives repaired equipment to assure it is operating properly; Repairs heavy duty equipment including refuse trucks; Hydraulic Systems diagnosis and repair; Welding and fabrication; Performs other related work as required.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Good knowledge of the standard methods, materials, tools and practices of the automotive technician's trade; familiarity with engine and chassis units and general repair work; ability to make repairs and adjustments to automotive equipment; good powers of observation; initiative and resourcefulness in handling repair problems encountered; ability to operate motor equipment being repaired; must be able to work outside under 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:

Three (3) years' experience in the maintenance and repair of motor equipment preferably supplemented by some experience in repairing heavy trucks and construction equipment; certification in both automotive and heavy duty trucks is highly desirable. **Continued on Page 2**

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

SPECIAL REQUIREMENTS: Must have own automotive repairs tools. Possession of a valid Motor Vehicle License with a good driving history.

ADDITIONAL REQUIMENTS:

Must be able to obtain, within the probationary period, a Commercial Driver’s License (CDL) Class B to operate equipment in the City’s fleet of vehicles.

**CDL LICENSE AND CERTIFICATION (IF APPLICABLE)
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 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
E.O.E. M/F/H/V
EEOP Utilization Report available upon request

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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: July 29, 2022

Position: Automotive Mechanic