

**CIVIL SERVICE COMMISSION
WATERBURY, CONNECTICUT**

OPEN COMPETITIVE EXAM # 2620

OPEN COMPETITIVE EXAMINATION FOR: CARPENTER

SALARY: \$25.09 ~ \$32.76/Hour (NOTE: NEW HIRES START AT THE BEGINNING OF RANGE)

FRINGE BENEFITS: Choose from two 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 Leave; 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:

November 19, 2024

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:

Builds and repairs cabinets; Builds forms for pouring concrete for steps, water fountains, porches, etc. Cleans, sharpens and repairs hand and bench tools; Constructs small buildings and additions; Incidentally does minor painting, masonry and related building trades work; Performs highly skilled carpentry tasks in accordance with standard trade practices; Keeps necessary records; Lays resilient flooring and Formica; Makes and repairs cabinets, desks, tables and other office furniture; Makes and repairs screens, window frames and replaces window glass and cords; Makes estimates of time, personnel and material required on assigned tasks; Operates woodworking machinery for milling and cutting lumber; Performs alterations, repairs and maintenance of structures and facilities; Performs skilled bench work, operating with such equipment as power saws, jointers, wood lathes, planers, boring, sanding and mortising machines; Repairs and lays floors, both wood and tile; Repairs doors and replaces or repairs all hardware; Repairs or builds playground and recreation equipment; May fabricate signs; Performs related duties as required.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Considerable knowledge of and ability to apply standard tools, materials, methods and practices of the carpentry trade; Knowledge of the common practices, tools, terminology and accident precautions of the trade; Ability to estimate time and materials needed; Ability to lay out work for self and others; Ability to operate common woodworking machinery; Ability to prepare estimates and keep shop records; Ability to rig and work scaffolds; Ability to work from plans and specifications and to follow rough sketches and oral instructions; Interpersonal skills; Oral and written communication skills; Some ability to utilize computer software.

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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:

REQUIRED EDUCATION & EXPERIENCE:

High School Diploma or GED.

Four (4) years of experience in the carpentry trade area. Two (2) years of the General Experience must have been performing skilled trade functions in the carpentry craft.

Substitutions Allowed

1. Graduation from a vocational or technical school with a diploma designating completion of subject requirements in carpentry may be substituted for two (2) years of the General Experience.
2. Experience performing technical duties within the carpentry trade area on a military base, aircraft carrier or large compound may be substituted for the General and Special Experience on a year for year basis.

LICENSURES, CERTIFICATIONS AND OTHER REQUIREMENTS:

Incumbents in this class may be required to possess a current Motor Vehicle Class D Operator License and have a good driving record.

**COPIES OF HIGH SCHOOL DIPLOMA, TRANSCRIPTS OR GED
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 Waterbury City Employees Local 353 AFSCME (AFL-CIO). 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 emailed to the address written on your application.

THE CITY OF WATERBURY IS AN EQUAL OPPORTUNITY EMPLOYER

E.O.E. M/F/D/V

10.23.24_11.19.24 NW

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. Incumbents in this class may be required to lift moderate to heavy weights; may be exposed to extreme weather conditions and to risk of injury from equipment. The City may require completion of an asbestos removal program consistent with EPA guidelines for operations and maintenance during employment in this class. Incumbents may be required to use protective equipment such as respirators and safety goggles

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.)				
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.

Waterbury Public Schools is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the District will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the District when necessary.