

DEPARTMENT OF DEVELOPMENTAL SERVICES  
JOB OPPORTUNITY  
SDSW

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!**

**Open To:** Public

**Location:** Route 289 CLA, Lebanon, CT

**Job Posting No:** 023163

**Hours:** First/Second Shift  
Tuesday 8:00AM-3:00PM; Wednesday 1:00PM-8:00PM; Thursday 10:00AM-5:00PM;  
Friday 6:00AM – 1:00 PM; Saturday 8:00AM-3:00PM

**Salary:** \$1,813.72 Bi-Weekly

**Closing Date:** January 07, 2013

**Eligibility Requirement:** State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer.

**Knowledge, Skills and Abilities:** Coordinates and supervises or assists in supervision of a residential living program including assigning work and evaluating staff performance; assists in development of policies, programs and operational procedures; directs implementation of these policies, programs and procedures in accordance with state and federal regulations and needs of clients; arranges for fire drills and safety inspections; supervises staff by directing and advising them on work, reviewing reports and conferring with them on daily operational, disciplinary and special problems; arranges for and coordinates provision of appropriate supportive care services such as housekeeping, dietary, maintenance and laundry; secures and distributes supplies and equipment for teaching strategies and clients' personal needs; arranges for client transportation; monitors client fund spending; assists in unit response to surveys and inspections; coordinates, evaluates and may participate in residential care program within unit including care, feeding, clothing and treatment of clients; may provide orientation and in-service training to subordinate staff; may complete and review for accuracy a variety of reports, notes, logs and requisitions, etc.; may design and write residential living programs; may attend interdisciplinary team and administrative meetings; may coordinate community support services for clients; may administer first aid in emergency situations; performs related duties as required.

**Experience and Training:**

**Special Qualification** General Experience:

**and Job Requirements**

One (1) year's experience working with persons with mental retardation or other developmental disabilities at the level of Developmental Services Worker 2.

**Note:** The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

**Application Instructions:** Please submit a CT-HR-12 employment application which can be located at [www.das.state.ct.us](http://www.das.state.ct.us). Please reference the position number and provide a copy of your two (2) most recent performance appraisals or two letters of reference. All application materials must be received by 11:59 pm on the closing date provided above. Appointment to this position will be made in accordance with applicable collective bargaining, statutory and SEBAC requirements.

DEPARTMENT OF DEVELOPMENTAL SERVICES  
104 SOUTH TURNPIKE ROAD  
WALLINGFORD, CT 06492  
FAX: 203-294-5160 OFFICE: 203-294-5123

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.