



STATE OF CONNECTICUT



DEPARTMENT OF EDUCATION

JOB OPPORTUNITY

CHIEF OF ENGINEERING SERVICES 2

CONNECTICUT TECHNICAL HIGH SCHOOL SYSTEM

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

Open To: Candidates must be on certifies exam list.*
Location: 25 Industrial Park Road, Middletown, CT 06457
Hours: 8:00 – 5:00
File # 00057956 - #766
Salary Range: \$103,539 - \$132,804
Closing Date: May 25, 2012

***Eligibility Requirement:**

Candidates must have applied for and passed the Chief of Engineering Services 2 exam or be on the current certification list promulgated by the Department of Administrative Services for this classification. State employees currently holding the above title or those who have previously attained permanent status may apply for a lateral transfer. **Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.**

Example of Duties:

Directs staff and operations of agency construction and maintenance division; develops, implements and evaluates division policies, goals and objectives; designs and develops division programs and activities; implements new procedures and procedural revisions; determines appropriate staffing levels and directs management and coordination of staff; designs and implements performance review standards for staff; prepares division budget; maintains contacts with individuals both within and outside of division who might impact on policy or program activities; coordinates statewide agency construction and maintenance projects including determination of type and quality of materials used, preparation of job specifications and estimation and analysis of costs; meets and consults with architects, engineers, contractors and appropriate state and local authorities involved in construction, alteration and maintenance programs for facilities; inspects work in progress or on completion for conformance to specifications and OSHA regulations; reviews requests for change orders and makes recommendations; develops and coordinates long range preventive maintenance programs and procedures; inspects physical plants on a regular basis; coordinates agency lease activities; ensures agency compliance with state and federal accrediting bodies; coordinates transfer, relocation and disposal of excess and surplus property; develops long range capital program for agency; determines space and/or facility needs for an agency; prepares purchase orders; maintains records and reports; may design, layout and draft plans for projects and submits to contractors; performs related duties as required.

Qualification:

Knowledge, Skill and Ability:

Considerable knowledge of and ability to apply management principles and techniques; considerable knowledge of relevant state and federal laws, statutes and regulations; considerable knowledge of building design and construction including aspects of architectural, structural and mechanical engineering and design; considerable knowledge of methods, materials and equipment used in building design, construction and maintenance; knowledge of leasing agreements; considerable interpersonal skills; considerable oral and written communication skills; ability to estimate costs of building construction, repair and maintenance; ability to prepare plans and specifications and solicit bids for construction and equipment; ability to

analyze construction problems and recommend effective solutions; ability to develop preventive maintenance programs for various kinds of facilities; ability to determine space requirements.

Experience and Training:

General Experience:

Five (5) years of experience in physical plant maintenance and construction in an administrative capacity.

Special Requirement:

Incumbents in this class may be required to travel.

Preferred Experience:

Experience operating and administrating the physical operation, construction activities, maintenance, repairs and safety/security activities at multiple large scale facilities. Experience as agency representative in multiple capital construction services. Ability to respond to emergencies 24/7. Ability to determine required building system repairs. Develop scope of agency administered renovation and repair projects.

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

Application Instructions:

Interested candidates should reference announcement #766, submit a letter of application and resume with details of experience and training, three pertinent professional letters of recommendation and an Application for Examination or Employment (CT-HR-12) which may be obtained from the Department of Education website at <http://www.sde.ct.gov> to:

**Department of Education
Rita Ferraiolo, Bureau of Human Resources
25 Industrial Park Road
Middletown, CT 06457
Telephone: (860) 807-2166
Fax: (860) 807-2167
E-Mail: rita.ferraiolo@ct.gov**

*Applications must be postmarked no later than the closing date listed above. **All required documents must be submitted to be considered for interview.***

The CTHSS is committed to a policy of equal opportunity/affirmative action for all qualified persons and equal access to Boy Scouts of America and other designated youth groups. The CTHSS does not discriminate in any employment practice, education program, or educational activity on the basis of **race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. The Department of Education does not unlawfully discriminate in employment and licensing against qualified persons with a prior criminal conviction.** Inquiries regarding the Connecticut Technical High School System's nondiscrimination policies and practices should be directed to:

Levy Gillespie

Equal Employment Opportunity Director/American with Disabilities Act Coordinator

State of Connecticut Department of Education

25 Industrial Park Road

Middletown, CT 06457

860-807-2101

Levy.Gillespie@ct.gov

(Coordinator for matters related to Affirmative Action/Equal Opportunity Employment and nondiscrimination policies and practices)

Beatrice Tinty
Education Consultant
Connecticut Technical High School System
25 Industrial Park Road
Middletown, CT 06457
860-807-2220

(Coordinator for matters related to Title IX of the Education Amendments of 1972 and Section 504 of the Rehabilitation Act of 1973)

U.S. Department of Education
Office for Civil Rights
5 Post Office Square, Suite 900
Boston, Massachusetts 02109-3921
617-289-0111
fax number 617-289-0150
TTY/TDD 877-521-2172

(Matters related to race, color, national origin, age, sex and/or disability)

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

766
5/10/12