



EXAMINATION OPEN TO THE PUBLIC

CORRECTIONAL ELECTRONICS TECHNICIAN

ANNUAL \$46,272
SALARY: \$60,709

SALARY
GROUP: CO 08

APPLICATION CLOSING
DATE: JUNE 17, 2015

EXAM
NO: 150650OCMB

PURPOSE OF CLASS: In a Connecticut correctional facility this class is accountable for acting as a working supervisor for inmates in repair, maintenance and installation of a variety of electronic equipment.

MINIMUM QUALIFICATIONS REQUIRED

IN ORDER TO BE CONSIDERED FOR ADMITTANCE INTO THIS EXAMINATION, YOU MUST INDICATE ON YOUR APPLICATION THAT YOU HAVE THE FOLLOWING EXPERIENCE AND TRAINING BY JUNE 17, 2015.

GENERAL EXPERIENCE: Five years' experience in electronics repair.

SPECIAL EXPERIENCE: Two years of the General Experience must have been at the highly skilled level.

SPECIAL REQUIREMENTS: (1) Incumbents in this class must have reached their 18th birthday. (2) Incumbents in this class are required to possess a high school diploma or General Educational Development (G.E.D.) certification by the time of permanent appointment. (3) Incumbents in this class may be required to possess and retain a current Connecticut Motor Vehicle operator license.

PHYSICAL REQUIREMENT: In addition to good general health candidates must have and retain sufficient strength, stamina, agility and visual and auditory acuity necessary to perform all the duties of the class.

WORKING CONDITIONS: Incumbents in this class may be exposed to danger of injury or assault by inmates and hazards and discomforts of working with electrical equipment.

CHARACTER REQUIREMENT: In addition to the checking of references and of facts stated in the application, a thorough background investigation of each candidate may be made before persons are certified for permanent appointment.

KNOWLEDGE, SKILLS AND ABILITIES (KSA's): Considerable knowledge of concepts and principles of electronics; considerable knowledge of materials, methods, tools and equipment involved in electronic repair and installation work; interpersonal skills; oral communication skills; considerable ability to analyze quickly and accurately extent and cause of electronic malfunctions; ability to read and interpret diagrams of electronic equipment; ability to maintain records and prepare reports; ability to instruct inmates in techniques and skills of electronics maintenance; ability to perform under stress and remain stable in pressure situations; some supervisory ability.

THE EXAMINATION WILL BE COMPOSED OF:
(Exam questions will cover KSA's listed above.)

PART
WRITTEN

WEIGHT
100%

THE EXAMINATION WILL BE HELD ON: Tuesday, August 4, 2015

(Reserve the day as the exam may be scheduled in the morning or afternoon.)

APPLICATION PROCEDURE: In order to be considered for admittance into this examination, you must complete all parts of the examination application (CT-HR-12) detailing how you meet the minimum experience and training requirements stated above. Make certain your application form clearly details your employment history, including job titles, dates of employment and actual job duties as well as college degrees earned and current licenses and certifications. Mail applications to DAS/Human Resources, Room 404, State Office Building, 165 Capitol Avenue, Hartford, Connecticut 06106-1658 (**Secure Fax #860-622-2875**). If faxing materials, keep a copy of your completed application form and exam materials and the fax transmittal receipt for your records. Make certain that your application form and exam materials are complete and transmitted correctly and without error. Incomplete faxes or faxes received blank because pages were faxed upside down will not be accepted. Due to the large number of applications received, we cannot confirm receipt of applications. Applications must be date stamped by DAS/Human Resources or postmarked by June 17, 2015. **A separate application form must be submitted for each exam you are applying for.**

FORMS: Application forms (CT-HR-12) and exam announcements are available from the Department of Administrative Services (<http://das.ct.gov/employment>) or at the Offices of the Connecticut State Job Centers.

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, persons with disabilities and military veterans.