



Department of Development Services – West Region
JOB OPPORTUNITY
SKILLED MAINTAINER

SOUTHBURY TRAINING SCHOOL

[PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!](#)

Open To: Public

Job Title: Skilled Maintainer (75 hrs.)

Location: Southbury Training School – Grounds

Job Posting No: 016657

Hours: Monday – Friday 7:15am – 3:15pm; Regular Days Off: Saturday, Sunday.

Salary: \$1,507.97/bi-weekly

Closing Date: April 7, 2014

Eligibility Requirement: State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer. Those candidates appearing on Re-employment or SEBAC lists must be given first consideration.

Examples of Duties: Duties consistent with the Skilled Maintainer job specification. Accountable for performing one or more tasks of a skilled nature in one or several of the following areas: Building and equipment maintenance, (operational and remedial), including the operation of trucks of 5 ton or greater capacity or complex motorized equipment. Incumbent will also be responsible for vehicle upkeep via Department of Administrative Services (DAS) State of Connecticut Fleet Operations; supervision of Grounds care; Maintaining / updating Preventive Maintenance Logs; Data entry and retrieval of LAN Regional automated work order system (E-Maintenance); PR formulations, and receivers for related Maintenance material acquisitions; Assist Qualified Craft Workers or other higher level employees in the trades areas. Performs other related duties

Knowledge, Skills and Abilities: Considerable knowledge of methods, tools, equipment, materials and procedures of specific trade or work area concerned; some knowledge of maintenance problems and their proper handling; skill in manual and machine operations of trade or work area; some interpersonal skills; some oral and written communication skills; ability to follow written and oral instructions; some ability to utilize computer software.

General Experience: Two (2) years experience in one of the following areas: (1) one of the skilled trades, (2) Landscape maintenance or vegetable gardening, (3) Operation of motor trucks or large buses.

Substitution Allowed: Graduation from a vocational or technical school with a diploma designating completion of subject requirements in a maintenance trade area may be substituted for the General Experience.

Special Requirements: Good oral and written communication skills. Must have valid Connecticut Commercial Driver's License (CDL). **Must be flexible in hours to work during inclement weather, special events and emergencies.**

Physical Requirement: Incumbents 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. A physical examination may be required.

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

Application Procedure for Current DDS Employees who are Lateral Transfer Candidates and Applicants for Promotion within the DDS Employees Classification Series: Interested and qualified candidates who meet the above requirements should submit a fully completed DDS Application for Lateral Transfer/Promotion and copies of their last two performance appraisals.

Application Procedure for All Other Applicants: Interested and qualified candidates who meet the above requirements should submit a fully completed Application for Examination or Employment (CT-HR-12) located at www.das.state.ct.us/exam. Current State employees must also provide copies of their last two performance appraisals. Non-State employees must also provide two (2) letters of reference.

All application materials must be received by 11:59 p.m. on the closing date indicated above.

Incomplete application material will not be considered.

Send application materials to:

Department of Developmental Services — West Region
Rowland Government Center, 4th Floor
55 West Main Street
Waterbury, CT 06702
Attn: Yolette Tappin
Fax: 203-574-8857
Email: Yolette.Tappin@ct.gov

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.