

DEPARTMENT OF TRANSPORTATION
JOB OPPORTUNITY
DOT MAINTAINER 2 (may underfill as DOT MAINTAINER 1)
BUREAU OF AVIATION

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

Open To: The Public
Location: Waterbury Oxford Airport
Job Posting No: 100213
Hours: Full time, 37.5 hours per week (11:00 am to 7:00 pm Tues - Friday and 8:00 am to 4:00 pm Saturday)
Salary: DOT Maintainer 1: Pay Grade TC - 13, \$18.67 hourly
Closing Date: Monday, January 9, 2012

Eligibility: In order to be considered for this opportunity, candidates must meet the requirements listed below.

There is a DOT Maintainer 2 position available at Waterbury Oxford Airport. The position may be underfilled at the level of DOT Maintainer 1. An incumbent hired at the DOT Maintainer 1 level will be promoted to DOT Maintainer 2 after one year of satisfactory job performance. This position requires a CDL license (class A or B) with tank (N) endorsement and a valid Medical Examiner's Card. CDL background checks will be performed as required by law. Applicants must be willing to accept assignment to emergency duties, including snow and ice removal, whenever his or her services are needed. This position is in the NP-2 bargaining unit. Applicants are required to live within a 15-mile radius of Waterbury Oxford Airport, 300 Christian Street, Oxford, CT 06483. Firefighting experience, computer experience, heavy machinery operations experience and radio communications experience are preferred. Firearms hunting license is preferred. Work hours initially will be Monday through Friday day shift for training.

The DOT Maintainer 2 position at Waterbury Oxford Airport is a diversified position that consists of traditional Maintainer 2 duties plus clerk duties, airport maintenance duties and Airport Crash Rescue Firefighting (ARFF) duties. The maintenance crew is very small which requires each member to perform at a high level of productivity and with minimal direction or assistance. Excellent attendance is required. The DOT Maintainer 2 must pass extensive mandatory initial and annual airport crash rescue firefighting training and airport training in order to be employed at the Airport. The DOT Maintainer 2 must also pass an initial and annual rigorous firefighter's physical exam. As a requirement for Firefighter certification, the DOT Maintainer 2 must be clean-shaven in order to properly fit and operate self-contained breathing apparatus. The DOT Maintainer 2 must be able to learn airport and aircraft terminology, communicate clearly and effectively by radio and perform the following maintenance and ARFF duties:

Airfield Duties:

- Completion of aviation ground school training including airport and aircraft familiarization including airport signs, marking and lighting (mandatory to operate vehicle on airfield) and standard and emergency communications.
- Mowing of airport property and landscape maintenance.
- Shoveling, sanding, precision plowing, snow brooming, snow blowing of airport property. Winter work is 100% for all maintenance crew members with mandatory overtime.
- Performing critical daily airfield safety and security inspections.
- Wildlife control and disbursement and debris removal.
- Radio communication and monitoring of air traffic and control tower frequencies, frequent communication with tower.
- Facility maintenance of all airport buildings.
- Electrical repairs of airfield lighting.
- Minor equipment repair including blades.
- Hand litter pickup.
- Escorting others on the airfield.
- Required to operate all maintenance equipment including trucks, mowers, snow removal equipment, brooms, chainsaws, trimmers, etc. Will be required to operate many different types of equipment to complete a task and will be assigned multiple tasks to complete each day. Must be able to plan, prioritize and multi-task to complete assignments.
- May perform hazardous materials inspections.

Clerk duties:

- Using computer (CORE (Peoplesoft/Oracle computer system), Excel, Word, Outlook, etc.) to enter employee timesheets, create reports, type correspondence, create purchase requisitions, etc.
- Answering phones, filing, operating radios, making appointments, purchasing supplies, assisting visitors, etc.

Airport Crash Rescue and Firefighting Standby (Emergency Response):

- Initial and annual firefighter's physical exam.
- Annual respirator clearance for Self Contained Breathing Apparatus (SCBA) use.
- ARFF training
 - Certified to HazMat Operational level
 - Initial 13 week airport crash rescue firefighting training and annual retraining and recertification.
 - Mandatory annual live burn fire drill.
 - Use of fire hoses, nozzles, turrets, etc.
 - Application of extinguishing agents.
 - Emergency aircraft evacuation assistance.
 - Firefighting operations.
 - Use of all firefighting apparatus and equipment.
 - Aircraft cargo hazard including hazardous materials incidents.

MINIMUM QUALIFICATIONS REQUIRED

KNOWLEDGE, SKILL AND ABILITY:

Some knowledge of the physical properties of standard highway or airport construction and maintenance materials; some knowledge of some mechanical principles; some interpersonal skills; some oral and written communication skills; familiarity with the basic practices of the construction and maintenance trades; ability to use and make minor repairs to small tools and the simpler mechanical equipment; ability to operate equipment listed on the job specification addendum (<http://das.ct.gov/HR/JobspecNew/JobDetail.asp?FCC=1084>); ability to understand and follow written and oral instructions.

EXPERIENCE AND TRAINING:

Any experience and training which would provide the knowledge, skills and abilities listed above.

SPECIAL REQUIREMENTS:

1. Incumbents in this class may be required by the appointing authority to possess appropriate current licenses or permits. (See above CDL requirement)
2. Incumbents in this class must be willing to accept assignment to emergency duties, including snow and ice removal, whenever his or her services are needed.

PHYSICAL REQUIREMENT:

Incumbents in this class must have adequate strength, stamina and physical agility and visual and auditory acuity and must maintain such physical fitness as to be able to perform the duties. A physical and medical examination will be required.

WORKING CONDITIONS:

Incumbents in this class are exposed to extremes of weather conditions, to frequent lifting of heavy weights, to highly dangerous road and traffic conditions, including exposure to heights when working on bridges, to poison ivy, insect bites and allergy irritants during summer months, and to loud and potentially dangerous machinery. The appointing authority 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.

Application Instructions: Submit an Application for Examination or Employment (Form CT-HR-12) and Commercial Driver Supplement (CTDOT-CDL-1) **by 4:00 p.m. on January 9, 2012 to:**

Department of Transportation
Office of Human Resources
Attention: Jacqueline Ouellette
2800 Berlin Turnpike
Newington, CT 06131-7546

Application forms are available at the DOT Human Resources Office at 2800 Berlin Tpke, Newington, all DOT District offices, or on the web at: Form CT-HR-12: http://das.ct.gov/HR/Forms/CT-HR-12_Application.pdf
CTDOT-CDL-1: http://www.ct.gov/dot/lib/dot/documents/dhr/CDL-Main_Application_9-2011.pdf

Due to volume, we are unable to verify receipt of applications or respond to questions about status of recruitment process.

Refer to the DAS website for job specification requirements. Interviews may be limited to candidates whose experience and training most closely meet the requirements of this position. The candidate pool resulting from these interviews may be used to fill future DOT Maintainer 2 vacancies that occur in the Bureau of Aviation within one year.

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.