



EXAMINATION OPEN TO THE PUBLIC

**DESIGN ENGINEER 3 (ELECTRICAL)**

ANNUAL \$62,203      SALARY      APPLICATION CLOSING      EXAM  
SALARY: \$89,341      GROUP: ES 26      DATE: JANUARY 12, 2011      NO: 1014100CMB

[SPECIAL APPLICATION AND EXAMINATION INSTRUCTIONS APPEAR BELOW](#)

**PURPOSE OF CLASS:** In a state agency this class is accountable for acting as a working lead and/or for performing the most complex tasks in an area of electrical engineering.

**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 **JANUARY 12, 2011**:

**GENERAL EXPERIENCE:** Seven years' experience performing engineering design in the area of electrical engineering.

**SUBSTITUTION ALLOWED:** College training in engineering may be substituted for the General Experience on the basis of fifteen semester hours equaling one-half year of experience to a maximum of four years for a Bachelor's degree.

**SPECIAL REQUIREMENT:** Incumbents in this class may be required to travel.

**WORKING CONDITIONS:** Incumbents in this class may be exposed to some risk of injury or physical harm from construction environments and a moderate degree of discomfort from exposure to year round weather conditions.

**KNOWLEDGE, SKILLS AND ABILITIES:** Considerable knowledge of principles of electric power generation and distribution systems, signals, sound communications, illumination and electrical wiring systems, utility company standard practices and state and federal codes; knowledge of engineering drafting; knowledge of computer applications; interpersonal skills; oral and written communication skills; considerable ability to analyze and interpret reports and test results; ability to prepare or review specifications and cost estimates; ability to evaluate merits and determine adequacy of engineering submissions; some ability to lead.

**THE EXAMINATION WILL BE COMPOSED OF:**

<u>PART</u>	<u>WEIGHT</u>
<b>EXPERIENCE AND TRAINING</b>	<b>100%</b>

**APPLICATION/EXAMINATION PROCEDURE**

**APPLICANTS MUST SUBMIT:**

- (1) Completed Application Form (CT-HR-12)**
- (2) Supplemental Examination Materials (see instructions below)**

In order to be considered for admittance into this examination, you must complete all parts of the supplemental examination application (CT-HR-12) detailing how you meet the minimum experience and training requirements stated above AND complete the required supplemental examination materials as detailed below. Applicants who do not submit the required application and supplemental examination materials by the closing date will not be admitted into the examination and will not have the right to appeal this decision. Resumes and/or vitas will not substitute for the required application form or for the required examination materials.

**EXAMINATION INSTRUCTIONS: Section 1.** For each job (maximum of three), which you feel has best prepared you for the job of Design Engineer 3 (Electrical), include a 1-2 page (typed or printed) description detailing your duties and responsibilities. (Applicants serving provisionally or temporarily in the title of Design Engineer 3 (Electrical) cannot include this as one of the three jobs.) Each job description should begin on a separate page and begin with your job title, company name and location, dates of employment, and number of hours worked per week. This should be followed by a description of your duties and responsibilities organized and formatted around the numbered items that follow. **(1)** Experience preparing analyses and designs for Electrical engineering projects. Include your experience with facility construction projects including design of surveillance and security systems, power distribution, energy management, life safety, automation control, public address, communication networks, highway illumination, and traffic signal control projects. Indicate your experience preparing engineering drawings, plans and specifications, including the size and type of project. **(2)** Experience working on large scale projects with engineers, contractors, consultants and construction supervisors regarding project scheduling, coordination of construction activities, resolving construction issues and engineering changes, review and evaluation of design drawings, specifications, cost estimates and code review and compliance. **(3)** Leadership/Supervisory experience. Indicate your specific lead/supervisory responsibilities and the numbers and job titles of those persons you lead/supervised. (Although lead/supervision of engineering projects will be the most relevant, you may also list significant lead/supervisory experience that is not in the engineering area.) **Section 2.** On a separate page, include a list of degrees, certifications, licenses and courses that you have completed which have prepared you for the job. **Important Notes:** **(1)** Make certain both your application form and your examination materials are complete and separate documents not referencing the other, as your application form and supplemental examination materials may be separated during the scoring process. **(2)** Examination materials should be clearly marked as such and each page should contain the examination title, exam number and your social security number (do not include your name). **(3)** Do not include materials other than those requested above. **(4)** **Your examination will only be scored if you meet the minimum experience and training requirements outlined above and your CT-HR-12 and supplemental examination materials are date stamped by DAS/Human Resources or postmarked by January 12, 2011.** **(5)** **Mail applications/examination materials to DAS/Human Resources, Room 404, State Office Building, 165 Capitol Avenue, Hartford, Connecticut 06106-1658 (Secure Fax #860-622-2875).** If faxing materials make certain that your application form is complete and transmitted correctly and without error. Incomplete faxes or faxes received blank because pages were faxed upside down will not be accepted. **(6)** Due to the large number of applications received, we cannot confirm receipt of applications. **(7)** **Examination scores will be mailed by February 18, 2011.** **(8)** **A separate application/examination package 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>) and 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, and persons with disabilities.