

State of Connecticut
JOB POSTING

DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION
JOB OPPORTUNITY
DURATIONAL
EMERGENCY MANAGEMENT PROGRAM SPECIALIST

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

Open To: **Lateral transfers and candidates on a current examination list**

Location: Department of Emergency Management & Homeland Security (DEMHS), Hartford

Job Posting No: 111302

Salary: \$67,371 - \$87,018 (New hires to state employment start at the minimum salary range)

Closing Date: **Tuesday, April 28, 2015** (Incomplete or late application packages will not be considered)

This is a durational position with an end date of March 31, 2016.

Eligibility Requirement: **Candidates must have applied for and passed the EMERGENCY MANAGEMENT PROGRAM SPECIALIST exam and be on the current certification list promulgated by the Department of Administrative Services. State employees currently holding the EMERGENCY MANAGEMENT PROGRAM SPECIALIST or those who have previously attained permanent status in this class 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.**

This temporary position is intended to meet the requirements of the School Emergency Management Grant up to the period of time indicated above. The extension of this position beyond March 31, 2016, cannot be determined until such time.

This position may require your assistance at the Division of Emergency Management and Homeland Security, Emergency Operations Center (EOC) on an "as need basis" due to the nature of the emergency services provided in this Division.

Duties: coordinate outreach to schools and school districts; schedule trainings in coordination with DESPP trainers; participate in trainings on School Security and Safety; prepare technical assistance materials; conduct technical assistance sessions with schools and school districts on School Plans and MOU development; and performs related duties as required.

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

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a cover letter, resume, [CT-HR/12](#) (State Application) & [CT-HR/13](#) (Addendum), and two (2) letters of professional references from current and/or previous supervisors. State employees must submit two most recent performance appraisals by **Tuesday, April 28, 2015, close of business** to:

The Department of Emergency Services and Public Protection
1111 Country Club Road, Middletown, CT 06457-9294
Attn: Denise Shelton, Human Resources Associate
Fax: (860) 685 – 8356

If faxing your packet; original to be mailed. Please note that due to the large volume of applications received, we are unable confirm receipt of applications.

Candidates who have been selected for employment with the Department of Emergency Services & Public Protection are subject to a detailed background investigation, including a criminal check, federal and reference checks. Selection for employment is contingent upon satisfactory completion of the background investigation.

The State of Connecticut is an Affirmative Action/ Equal Employment Opportunity Employer