



# EXAMINATION OPEN TO THE PUBLIC ENVIRONMENTAL COMPLIANCE SPECIALIST 1

<b>ANNUAL SALARY:</b> \$37,464	<b>SALARY GROUP:</b> ES 15	<b>APPLICATION CLOSING DATE:</b> DECEMBER 16, 2010	<b>EXAM NO:</b> 1013700CMB
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**SPECIAL APPLICATION AND EXAMINATION INSTRUCTIONS APPEAR BELOW**

**PURPOSE OF CLASS:** In the Department of Environmental Protection this class is accountable for assisting in the performance of tasks in the inspection, monitoring, data collection and evaluation of various types of industrial, commercial, residential, institutional or municipal operations and/or facilities. The activities are conducted to determine compliance with or sanctioning under federal and state environmental laws and regulations and, when applicable, environmental permits.

### MINIMUM QUALIFICATIONS REQUIRED

IN ORDER TO BE CONSIDERED FOR THIS EXAMINATION, YOU MUST INDICATE ON YOUR APPLICATION THAT YOU HAVE THE FOLLOWING EXPERIENCE AND TRAINING BY **DECEMBER 16, 2010**:

**GENERAL EXPERIENCE:** Two years of experience in environmental compliance programs including inspections, investigations and/or enforcement activities.

**SUBSTITUTION ALLOWED:** An Associate's Degree in natural, chemical, biological or environmental sciences or engineering technology may be substituted for the entire General Experience.

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

**WORKING CONDITIONS:** Incumbents in this class may be exposed to difficult and dangerous conditions including temperature extremes, heights and fumes.

**KNOWLEDGE, SKILLS AND ABILITIES:** Knowledge of proper practices and systems in relation to assigned bureau; knowledge of methods used to collect and process samples; knowledge of appropriate regulations and policies relevant to assigned area; basic knowledge of techniques used to conduct environmental investigations and inspections; interpersonal skills; oral and written communication skills; ability to read and interpret statutes, regulations and policies; investigative ability; ability to recognize effects of various types of pollution.

<b>THE EXAMINATION WILL BE COMPOSED OF:</b>	<b><u>PART</u></b>	<b><u>WEIGHT</u></b>
	<b>EXPERIENCE AND TRAINING</b>	<b>100%</b>

**APPLICATION/EXAMINATION INSTRUCTIONS:** 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, hours worked per week and actual job duties as well as college degrees earned and current licenses and certifications. **THIS MATERIAL WILL CONSTITUTE THE EXAMINATION FOR THIS CLASS. Your examination will only be scored if you meet the minimum experience and training requirements outlined above and your completed application form is date stamped by DAS/Human Resources or postmarked by December 16, 2010. A separate application form must be submitted for each exam you are applying for. Mail applications to DAS/Human Resources, Room 404, 165 Capitol Avenue, Hartford, CT. 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. Due to the large number of applications received, we cannot confirm receipt of applications. **Examination scores will be mailed by January 26, 2011.**

**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.

### 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.