

**CONNECTICUT DEPARTMENT OF CORRECTION  
JOB OPPORTUNITY**

**Correctional HVAC Technician**

**Please follow the specific application filing instructions at the bottom of this page!**

**Open To:** The Public  
**Location:** To Be Determined  
**Hours:** Monday – Friday 7:45 a.m. – 3:00 p.m. (1<sup>st</sup> shift)  
**Salary:** \$47,661 - \$62,531 (Annually)  
**Closing Date:** Until filled

**Minimum Qualifications:**

Considerable knowledge of the materials, methods, tools and equipment involved in the heating, ventilating, and air conditioning trades; ability to plan, layout, and schedule maintenance assignments; interpersonal skills; oral communication skill; ability to maintain records and prepare reports; ability to instruct inmates or other employees in the techniques and skills used in the trade; ability to perform under stress and remain stable in pressure situations; some supervisory ability.

**General Experience:**

Five (5) years experience in the heating, ventilating, and air conditioning trade.

**Special Experience:**

Two (2) years of the General Experience must have been at a highly skilled level.

**Substitutions Allowed:**

Graduation from vocational or technical school in heating, ventilating, refrigeration, and air conditioning trade may be substituted for two (2) years of the General Experience.

**Preferred Experience:**

Repair and operation of HVAC, refrigeration equipment and associated controls. Valid S1, S2 or D1, D2 license.

**Special Requirement:**

Applicants must have reached their 18<sup>th</sup> Birthday.

**Note:**

The filling of these positions will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules. State employees should be aware that your performance appraisals, attendance records and discipline records will be reviewed to ensure that you meet DOC Administrative Directive 2.3.

**Application Instructions:**

Qualified candidates who meet the above requirements should submit a cover letter, a resume, your last two (2) Performance Evaluations, an application for employment (Form [CT-HR-12](http://www.das.state.ct.us/HR/Forms/CT-HR-12_Application.pdf)) which is available at [http://www.das.state.ct.us/HR/Forms/CT-HR-12\\_Application.pdf](http://www.das.state.ct.us/HR/Forms/CT-HR-12_Application.pdf) and a State of Connecticut Addendum-Criminal Conviction (Form CT-HR-13) which is available at [http://das.ct.gov/HR/Forms/CT-HR-12A\\_Addendum.pdf](http://das.ct.gov/HR/Forms/CT-HR-12A_Addendum.pdf) to:

**Kathy Callahan, Human Resources Specialist  
Department of Correction  
24 Wolcott Hill Road  
Wethersfield, CT 06109  
Fax: (860) 692-6864**

**The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.**