State of Connecticut
EXAM ANNOUNCEMENT

AGENCY PROMOTIONAL EXAMINATION

DEPARTMENT OF MOTOR VEHICLES

MOTOR VEHICLE SERGEANT

ANNUAL SALARY: $54,026 – $70,560	SALARY GROUP: PS 13	APPLICATION CLOSING DATE: MAY 11, 2012	EXAM NO: 120270APPD

SPECIAL APPLICATION AND EXAMINATION INSTRUCTIONS APPEAR BELOW.

REANNOUNCED WITH EXTENDED CLOSING DATE AND EVALUATION DATE.

PURPOSE OF CLASS: In the Department of Motor Vehicles, Commercial Vehicle Safety Division this class is accountable for acting as a working supervisor for Motor Vehicle Inspectors engaged in commercial motor vehicle related inspections or investigations.

MINIMUM QUALIFICATIONS REQUIRED

THIS PROMOTIONAL EXAMINATION IS OPEN TO ANY **CURRENT** EMPLOYEE OF THE **DEPARTMENT OF MOTOR VEHICLES** WHO BY **MAY 11, 2012** HAS PERMANENT STATUS IN THE CLASSIFIED SERVICE, SIX MONTHS SERVICE AT THE **DEPARTMENT OF MOTOR VEHICLES** AND THE FOLLOWING EXPERIENCE AND TRAINING*:

GENERAL EXPERIENCE: Four years of experience as a Motor Vehicle Inspector.

SPECIAL REQUIREMENTS: (1) Incumbents in this class must receive and retain authority from the Commissioner of Motor Vehicles to arrest and present before the designated authority any person for violation of any statute or regulation relating to motor vehicles. (General Statutes, Section 14-8). (2) Incumbents in this class must possess and retain a valid Motor Vehicle Operator's license. At time of appointment incumbent must have a motor vehicle driving record satisfactory to the Commissioner of Motor Vehicles. (3) Incumbents in this class must have reached their 18th birthday. (4) Incumbents in this class must be eligible and qualified to bear arms. (5) Incumbents must possess and maintain certification as a law enforcement officer in the State of Connecticut pursuant to 7-294-a-e and the regulations promulgated by the Police Officer Standards and Training Council. (6) Incumbents in this class must successfully complete training for and receive inspection authority as defined in Section 14-163c-9 of the Regulations of Connecticut State Agencies within six months of their initial appointment to this class. The requirement to complete such training within six months of initial appointment may be extended by the Commissioner of Motor Vehicles in the event that the training is not readily available and cannot be scheduled and completed within six months. Should this occur, training shall be scheduled and taken at the first available opportunity after date of initial appointment to the class. Any extension shall only be granted for the time necessary to complete the first available training after date of initial appointment. Incumbents must retain this inspection authority for the duration of their service within this class.

CHARACTER REQUIREMENT: In addition to the checking of references and of facts stated in the application, a thorough background investigation of each candidate may be made before persons are certified for appointment.

PHYSICAL REQUIREMENTS: (1) Incumbents in this class must have general good health, be free from any disease or injury which would impair job performance and have sufficient strength, stamina, agility, endurance and visual and auditory acuity necessary to perform all the duties of the class. (2) Applicants may be required to pass a physical examination.

WORKING CONDITIONS: Incumbents in this class may be exposed to a moderate amount of physical exertion in inspecting vehicles, to some degree of injury from carbon monoxide fumes and from conducting road tests, to some degree of injury in performing their inspections of heavy vehicles, and moderately disagreeable conditions encountered working outdoors.

KNOWLEDGE, SKILLS AND ABILITIES: Considerable knowledge of motor vehicle laws, regulations and safety standards; considerable knowledge of parts, equipment and operation of motor vehicles; considerable knowledge of proper repair methods; considerable interpersonal skills; considerable oral and written communication skills; considerable ability to conduct investigations and prepare written reports; considerable mechanical ability; ability to conduct road tests and analyze applicant performance; supervisory ability.

THE EXAMINATION WILL BE COMPOSED OF: PART	WEIGHT
EXPERIENCE AND TRAINING	100%

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 and actual job duties. **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 May 11, 2012. Mail applications to DAS/Human Resources, Room 404, 165 Capitol Avenue, Hartford, CT 06106-1658 (Secure Fax #860-622-2910). If faxing materials make certain that your application form is complete and transmitted correctly and without error. Keep a copy of your completed application package and fax transmittal receipt for your records. 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 June 8, 2012**. A separate application form must be submitted for each exam you are applying for.

NOTE: If you applied for examination 120270APPD and submitted all required application materials, you do not need to reapply.

FORMS: Application forms (CT-HR-12) and exam announcements are available from the Department of Administrative Services (http://www.das.ct.gov/employment) or at the Department of Motor Vehicles.

**Employees in the unclassified service may be eligible to participate in promotional exams if they have previous permanent status in the classified service and have current status as a state employee.*

6496 February 3, 2012 (revised April 27, 2012)

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, persons with disabilities and military veterans.