



EXAMINATION OPEN TO THE PUBLIC

NATIONAL REGISTER SPECIALIST  
(ARCHITECTURAL HISTORIAN)

ANNUAL \$71,988 SALARY APPLICATION CLOSING EXAM  
SALARY: \$92,585 GROUP: AR 26 DATE: SEPTEMBER 11, 2013 NO: 131000OCDM

SPECIAL APPLICATION AND EXAMINATION INSTRUCTIONS APPEAR BELOW

**PURPOSE OF CLASS:** In the Department of Economic and Community Development and the Department of Transportation, this class is accountable for independently performing a full range of tasks participating in the implementation of the State's historic preservation program in accordance with the National Register Program of the National Park Service.

**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 SEPTEMBER 11, 2013:

**GENERAL EXPERIENCE:** A Master's degree in architectural history, art history, historic preservation or closely related field and coursework on a graduate level in American architectural history.

**SUBSTITUTIONS ALLOWED:** A bachelor's degree in architectural history, art history, historic preservation or closely related field plus one of the following may be substituted for the General Experience. (1) At least two years of full-time experience in research, writing, or teaching in American architectural history or restoration architecture with an academic institution, historical organization or agency, museum, or other professional institution; OR (2) Substantial contribution through research and publication to the body of scholarly knowledge in the field of American architectural history.

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

**KNOWLEDGE, SKILLS AND ABILITIES:** Considerable knowledge of relevant State and Federal laws, statutes and regulations; considerable knowledge in architectural history and historic preservation; knowledge of American history with particular emphasis on history and architectural history of Connecticut; knowledge of restoration techniques and practices; considerable oral and written communication skills; interpersonal skills; ability to read and interpret written materials.

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

**APPLICATION/EXAMINATION PROCEDURE**

- APPLICANTS MUST SUBMIT:**
- (1) Completed Application Form (CT-HR-12)
  - (2) Graduate school transcript(s) indicating degree area and courses completed (if applicable)
  - (3) College transcript(s) or diploma indicating degree area (if applicable)
  - (4) List of research reports and professional publications in the field of American architectural history (if applicable)

**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. If applicable, you must also submit: (1) Graduate school transcripts indicating degree area and courses completed; (2) College transcripts or diploma indicating degree area; (3) List of research reports and professional publications in the field of American architectural history. **Credit cannot be given for education if graduate transcripts and/or undergraduate diploma or transcripts are not provided. 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/examination package is date stamped by DAS/Human Resources or postmarked by September 11, 2013. A separate application form must be submitted for each exam you are applying for.** Mail application/examination package 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/examination package 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 October 23, 2013.**

**FORMS:** Application forms (CT-HR-12) and exam announcements are available from the Department of Administrative Services (<http://das.state.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, persons with disabilities and military veterans.