SKILLED MAINTAINER
JOB OPPORTUNITY

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Open To: Members of the public who meet the minimum Experience and Training described below or individuals who have attained permanent status in the classification and are eligible for lateral transfer.

Location: Bradley International Airport - Windsor Locks, CT

Job Posting No: 00116706

Hours: 37.5 hours, First Shift, Monday through Friday 7:00am – 3:00pm
(May include weekends and holidays)

Salary Range: TC-14 $47,756.00 to $54,531.00 (new hires start at the bottom of range)

Closing Date: August 28, 2017

Eligibility Requirement: This is a non-competitive classification that DOES NOT require candidates to have applied for and passed an examination in advance. However, candidates must meet the below experience requirements to be considered.

Position Summary: This position will be assigned to the Facilities Maintenance Unit and may perform a wide range of associated tasks in accordance with one or more areas of the job specification.

PURPOSE OF CLASS: In a state agency this class is accountable for performing one or more tasks of a skilled nature (requiring prior experience or training, below the level of a specialized trades worker which would give the incumbent proficiency in required knowledge, skills and abilities on the first day of the job) in addition to performing lower level duties. Only complex tasks should be learned on the job. Tasks performed will be in one or several of the following areas:

1. Building and equipment maintenance (operational and remedial) including the operation of trucks of 5 ton or greater capacity or complex motorized equipment
2. Grounds care as a supervisor and/or specialized landscaping functions.
3. Assists Qualified Craft Workers or other higher level employees in the trade's areas.

Examples of Duties: Per published job specification class code 0427 addendum in one or more of the listed areas.

FOR ALL AREAS: Keeps records and prepares reports (this should be related to the duties and not a full time office recordkeeping position); performs related duties as required.

GROUND CARE (OUTSIDE SERVICES):

Incumbents in this area perform in one of the following ways:

1. Working supervisor: directs a crew of subordinate maintainers in such areas as planting and maintenance of lawns, shrubs, trees and flower beds (including planning and scheduling); maintenance and installation of fencing; cleaning of
grounds, service areas and sidewalks (including snow and ice removal); operation and maintenance of grounds equipment; planting, cultivating, harvesting and storage of vegetables (including a vegetable growing program); weed, disease and pest control; performs other grounds tasks listed in the specification for lower level maintainers.

Supervisory tasks can include such things as planning and scheduling work; completing service ratings; performance appraisal; handling disciplinary problems; staff training; making certain work standards are being met; maintaining necessary supplies and equipment; submitting requisitions when needed. An incumbent in this position should be considered a working supervisor.

2. Substantial amount of time (75%) operates and makes minor and emergency repairs on complex equipment such as front end loaders, very large tractors and the like.

3. Performs specialized landscaping tasks such as flower garden landscaping, athletic field preparation and maintenance, and other non-routine landscaping functions.

MISCELLANEOUS: May perform custodial functions as required.

MOTOR EQUIPMENT SERVICES: In addition to motor equipment services tasks performed by lower level maintainers performs the following tasks for a substantial amount of the time (75%): operates and makes minor emergency repairs on motor trucks of five ton capacity and over and large buses for purpose of transporting goods, equipment and/or patients and/or clients and staff; maintains vehicles in good condition including cleaning, lubrication and preventative maintenance; supplies motor vehicles with gas, oil, water and other fluids; may pump fuel; may dispatch vehicles.

TRADES: In addition to trades tasks performed by lower level maintainers performs the following skilled tasks for a substantial amount of time (75%) as an assistant to a trades person: construction, maintenance and repair as a painter, plasterer, carpenter, electrician, mason, plumber and/or steamfitter, tinsmith or comparable trades person.

These are only examples of types of tasks a Skilled Maintainer may be expected to perform. Incumbents in this class will also be expected to perform related duties as required. Tasks should only be assigned if they are of the appropriate skill level (as defined in the Purpose of Class).

Minimum Qualifications Required

Knowledge, Skill and Ability: Considerable knowledge of methods, tools, equipment, materials and procedures of specific trade or work area concerned; some knowledge of maintenance problems and their proper handling; skill in manual and machine operations of trade or work area; some interpersonal skills; some oral and written communication skills; ability to follow written and oral instructions; some ability to utilize computer software.

Experience and Training:

GENERAL EXPERIENCE:

Two (2) years of experience in one of the following areas:

1. One of the skilled trades
2. Landscape maintenance or vegetable gardening
3. Operation of motor trucks or large buses.

The experience area should reflect the needs of the position.

Substitution Allowed:

Graduation from a vocational or technical school with a diploma designating completion of subject requirements in a maintenance trade area may be substituted for the General Experience.

SPECIAL REQUIREMENTS:

1. Incumbents in this class may be required by the appointing authority to possess and retain appropriate current licenses, permits and/or certifications.
2. Incumbents in this class must be willing to accept a mandatory assignment to emergency duties, including snow and ice removal.
3. Incumbents in this class must obtain a Bradley movement area certification allowing them to independently operate vehicles and equipment on Airfield movement areas while effectively communicating with the Air Traffic Control Tower for proper clearances.

PREFERRED CRITERIA: In addition to the above, the preferred candidate will have:

1. 1-2 years of experience in one or more of the skilled trades;
2. 1-2 years of experience using equipment for snow removal.
3. CDL highly preferred.

PHYSICAL REQUIREMENT: Incumbents in this class must have adequate physical strength, stamina, physical agility and visual and auditory acuity and must maintain such physical fitness as to be able to perform the duties. A physical examination may be required.

CHARACTER REQUIREMENT: An individual serving in this position must be able to successfully undergo a thorough background and security screening, including pre-employment drug screening, fingerprinting and maintain required security clearance during the duration of employment. In addition to the checking of references and facts stated in the application may be made before candidates are certified for permanent appointment.

WORKING CONDITIONS: Incumbents in this class are exposed to extremes of weather conditions, to frequent lifting of heavy weights, to highly dangerous road and traffic and airport conditions, including exposure to heights when working on bridges, to poison ivy, insect bites, and allergy irritants during the summer months, and to loud noises and potentially dangerous machinery.

1. Incumbents in this class may be required to lift moderate to heavy weights and may be exposed to significant levels of dust, heat, noise, extreme weather conditions and risk of injury from equipment and assaultive and/or abusive patients and/or clients.

The appointing authority may require completion of an asbestos removal program consistent with EPA guidelines for operations and maintenance during employment in this class. Incumbents may be required to use protective equipment such as respirators and safety goggles.

APPLICATION INSTRUCTIONS: Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, a CT-HR-12 Application for Employment form (located here: www.das.state.ct.us/exam) and a CAA Employment Application form (located here: www.ctairports.org/employment). Current state employees must also include copies of their two most recent service ratings and previous 12 months’ attendance records. Late or incomplete application packages will not be considered.

Send application package via U.S. Mail, email or fax to:

The Connecticut Airport Authority
Human Resources
334 Ella Grasso Turnpike, Suite 100
Windsor Locks, CT 06096
Fax Number: (860) 758-0014
Email - HR@ctairports.org

Application packages must be received or be postmarked by the closing dated noted at the top of this posting.

Due to the large volume of applications received, we are not able to respond to phone inquiries or emails about the status of an application.

Individuals with reemployment/SEBAC rights must be given first preference for this position. Interviews may be limited to candidates whose experience and training most closely meet the requirements of this position. The resulting candidate pool may be used to fill more than one position within 12 months.

THE CAA IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

If you are requesting special accommodations under the provisions of the Americans with Disabilities Act (ADA), please contact Timothy J. Geary at (860) 254-5287 or tgeary@ctairports.org.