



AGENCY PROMOTIONAL EXAMINATION

DEPARTMENT OF PUBLIC HEALTH

**PUBLIC HEALTH FIRE SAFETY & CONSTRUCTION UNIT
SUPERVISOR**

**ANNUAL \$65,993
SALARY: \$94,783**

**SALARY
GROUP: ES 26a**

**APPLICATION CLOSING
DATE: DECEMBER 30, 2014**

**EXAM
NO: 141710APMC**

SPECIAL APPLICATION AND EXAMINATION INSTRUCTIONS APPEAR BELOW.

PURPOSE OF CLASS: In the Department of Public Health, Facility Licensing and Investigations Section this class is accountable for supervising a staff engaged in conducting plan reviews and inspections of facilities for compliance with construction, fire safety and other applicable codes and regulations.

MINIMUM QUALIFICATIONS REQUIRED

THIS **PROMOTIONAL EXAMINATION** IS OPEN TO ANY **CURRENT** EMPLOYEE OF THE **DEPARTMENT OF PUBLIC HEALTH** WHO BY **DECEMBER 30, 2014** HAS PERMANENT STATE STATUS*, SIX MONTHS SERVICE IN THE **DEPARTMENT OF PUBLIC HEALTH**, AND THE FOLLOWING EXPERIENCE AND TRAINING:

GENERAL EXPERIENCE: Seven years of experience in building design, engineering, construction or inspection including some experience in reviewing plans and specifications for code compliance.

SUBSTITUTIONS ALLOWED: College training in architecture, architectural, mechanical, civil, structural or electrical engineering or building construction may be substituted for the General Experience on the basis of fifteen semester hours equaling one-half year of experience to a maximum of four years for a Bachelor's degree.

SPECIAL REQUIREMENTS: (1) Incumbents in this class may be required to travel. (2) Incumbents in this class may be required to possess and retain a valid Motor Vehicle Operator's license.

KNOWLEDGE, SKILLS AND ABILITIES: Considerable knowledge of relevant agency policies and procedures, state and federal laws, statutes, regulations and codes; considerable knowledge of principles and practices of building design, construction and systems; some knowledge of engineering principles concerning waste disposal, plumbing and other sanitary requirements of hospitals; considerable interpersonal skills; considerable oral and written communication skills; considerable ability to inspect facilities and interpret codes; considerable ability to review plans and specifications relative to code compliance; ability to utilize computer software; 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 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 30, 2014. Mail your application to DAS/Human Resources, Room 404, State Office Building, 165 Capitol Avenue, Hartford, Connecticut 06106-1658 (**Secure Fax #860-622-2910**). **If faxing materials, keep a copy of your completed application form and exam materials and the fax transmittal receipt for your records. Make certain that your application form and exam materials are 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 February 11, 2015. A separate application form must be submitted for each exam you are applying for.**

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 Department of Public Health.

**For employees in the classified service, permanent status is obtained after successful completion of a working test period. For employees in the unclassified service, permanent status is obtained after serving in a position for at least six months (full time or full time equivalent).*

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.

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