EXAMINATION OPEN TO THE PUBLIC

SUPERVISING SANITARY ENGINEER (ENVIRONMENTAL PROTECTION)

ANNUAL $72,022
SALARY: $99,645
APPLICATION CLOSING: MAY 29, 2013
EXAM NO: 130650OCSP

MINIMUM QUALIFICATIONS REQUIRED

In order to be considered for admittance into this examination, you must indicate on your application that you have the following experience and training by May 29, 2013:

GENERAL EXPERIENCE: Eight years’ experience in sanitary engineering work involving the design, construction, or operation of water, sewage or industrial, solid or hazardous waste treatment facilities and equipment, or the inspection and regulation of water supplies, or the investigation of sanitation and waterway pollution issues.

SPECIAL EXPERIENCE: One year of the General Experience must have been in a working level capacity. (Note: For state employees, working level capacity will be interpreted at or above the Sanitary Engineer 3 level.)

SUBSTITUTIONS ALLOWED: (1) College training in civil or chemical engineering with courses in sanitary engineering, soils engineering, or waste management may be substituted for the General Experience on the basis of fifteen semester hours of experience to a maximum of four years for a Bachelor’s degree.

(2) A Master’s degree in sanitary, civil, or chemical engineering may be substituted for one additional year of the General Experience.

SPECIAL REQUIREMENTS: At the discretion of the appointing authority, incumbents will be required to possess, or obtain within six months of appointment, and retain during employment a current Connecticut Professional Engineer’s Certificate of Registration in an appropriate field.

WORKING CONDITIONS: Incumbents in this class may be exposed to some danger of injury or physical harm due to environmental conditions including temperature extremes, heights and fumes, and to some risk in working with chemicals and other materials of unknown toxicity.

KNOWLEDGE, SKILLS AND ABILITIES: Considerable knowledge of the principles, practices, and methods of sewage/industrial waste treatment and disposal and water pollution control; considerable knowledge of the principles, practices, and methods of solid waste hazardous materials management and disposal and hazardous waste treatment. Knowledge of principles and practices of other phases of sanitary engineering; water supply, water treatment, subsurface sewage disposal, etc.; ability to prepare and review plans and sketches of industrial, waste, solid and hazardous waste, or sewage treatment facilities; ability to make and interpret chemical, bacteriological, and microscopic analyses of water and wastes; considerable knowledge of relevant agency policies and procedures, state and federal laws, statutes, and regulations; considerable interpersonal skills; considerable oral and written communications skills; supervisory ability.

THE EXAMINATION WILL BE COMPOSED OF:

APPLICATION/EXAMINATION PROCEDURE

APPLICANTS MUST SUBMIT:

(1) Completed Application Form (CT-HR-12)
(2) Supplemental Examination Materials (see instructions below)

In order to be considered for admittance into this examination, you must complete all parts of the supplemental examination application (CT-HR-12) detailing how you meet the minimum experience and training requirements stated above AND complete the required examination materials as detailed below. Applicants who do not submit the required application and supplemental examination materials by the closing date will not be admitted into the examination and will not have the right to appeal this decision. Resumes and/or vita will not substitute for the required application form or for the required examination materials.

EXAMINATION INSTRUCTIONS: Section 1. For each job (maximum of three) which you feel you have best prepared you for the job of Supervising Sanitary Engineer (Environmental Protection), include a 1-2 page (typed or printed) description detailing your duties and responsibilities. (Applicants serving provisionally or temporarily in the title of Supervising Sanitary Engineer (Environmental Protection) cannot include this as one of the three jobs.) Each job description should begin on a separate page and begin with your job title, company name and location, dates of employment, and number of hours worked per week. This should be followed by a description of your duties and responsibilities organized and formatted around the numbered items that follow:

(1) Experience conducting engineering investigations, surveys, and/or investigations of groundwater pollution and remediation measures. For each project/program you worked on, specify your experience in developing unit budgets (including dollar amounts) and/or grant applications. Specify your role, indicating if you were working independently, were part of a team of professionals or were overseeing a team of professionals. If you were overseeing a team of professionals, indicate the number and title of the professionals you were overseeing.

(2) Experience supervising or leading staff. Be specific as to whether you have full supervisory responsibilities or a lead role. Include the nature of your duties in this area, the number of staff you supervised/led and their job titles. Detail any experience providing training to others, employee evaluation and disciplinary action, and scheduling and planning work assignments.

(3) Oral and written communication experience. Describe the types, content, format and/or make-up of the records, summaries, correspondence and/or reports you have written on engineering issues. Describe any experience you have had feeling/interacting with others which you feel demonstrates your oral and interpersonal communication skills. Be specific in explaining the nature of those dealings and the level/title of the individuals whom they were with.

(4) Describe your experience providing technical assistance to others and the nature and purpose of this assistance. Describe any experience you have had testifying at a hearing as a technical expert. (Section 2). On a separate page, include a list of degrees, certifications, licenses and courses that you have completed which do not include materials other than those requested above.

(5) Mail applications/examination materials to DAS/Human Resources, Room 404, State Office Building, 165 Capitol Avenue, Hartford, Connecticut 06106-1658 (Secure Fax #860-622-2875). If faxing materials make certain that your application form is complete and transmitted correctly and without error. The maximum capacity of your examination package is 20 pages. Examination packages may not be faxed.

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.