



# State of Connecticut EXAM ANNOUNCEMENT

## AGENCY PROMOTIONAL EXAMINATION

### CONNECTICUT AIRPORT AUTHORITY TRANSPORTATION GARAGE SUPERVISOR

ANNUAL SALARY: \$59,587	SALARY GROUP: TC 22	APPLICATION CLOSING DATE: <b>SEPTEMBER 8, 2016</b>	EXAM NO: 160760APDJ
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#### SPECIAL APPLICATION AND EXAMINATION INSTRUCTIONS APPEAR BELOW

**PURPOSE OF CLASS:** In the Connecticut Airport Authority this class is accountable for supervising a maintenance and repair garage for automotive, highway or airport maintenance equipment.

#### MINIMUM QUALIFICATIONS REQUIRED

THIS **AGENCY PROMOTIONAL EXAMINATION** IS OPEN TO ANY **CURRENT** EMPLOYEE OF THE **CONNECTICUT AIRPORT AUTHORITY** WHO BY **SEPTEMBER 8, 2016** HAS PERMANENT STATE STATUS\*, SIX MONTHS SERVICE IN THE **CONNECTICUT AIRPORT AUTHORITY**, AND THE FOLLOWING EXPERIENCE AND TRAINING:

**GENERAL EXPERIENCE:** Five years of experience in the repair and maintenance of automotive, highway and/or airport maintenance equipment.

**SPECIAL EXPERIENCE:** One year of the General Experience must have been as a highly skilled mechanic. **NOTE:** For State Employees this is interpreted at or above the level of Qualified Craft Worker (Automotive and Mechanical Equipment) or Transportation Maintainer 4.

**SUBSTITUTION ALLOWED:** Graduation from a vocational or technical school with a diploma designating completion of the subject requirements in automotive repair may be substituted for two years of the General Experience.

**SPECIAL REQUIREMENTS:** Incumbents in this class may be required by the appointing authority to possess and retain appropriate current licenses, permits and/or certifications.

**PHYSICAL REQUIREMENTS:** 1) 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. 2) A physical examination may be required.

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

**WORKING CONDITIONS:** Incumbents may be required to lift; may be exposed to some risk of injury from equipment.

**KNOWLEDGE, SKILLS AND ABILITIES:** Considerable knowledge of and ability to diagnose motor and equipment problems and to use complicated testing equipment and welding devices; knowledge of record keeping and inventory procedures; interpersonal skills; oral and written communication skills; skill in operation, repair and maintenance of automotive, highway and/or airport maintenance equipment; ability to utilize computer software; supervisory ability.

**THE EXAMINATION WILL BE COMPOSED OF:**

<b>PART</b>	<b>WEIGHT</b>
<b>EXPERIENCE AND TRAINING</b>	<b>100%</b>

**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. **Please provide details on your experience performing maintenance and repairs to heavy mobile equipment and any experience making repairs to parts by welding.** 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 **SEPTEMBER 9, 2016**. Mail your application to DAS/Human Resources, Room 404, State Office Building, 165 Capitol Avenue, Hartford, CT 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 OCTOBER 20, 2016. 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 Connecticut Airport Authority.

*\*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.