



AGENCY PROMOTIONAL EXAMINATION

DEPARTMENT OF TRANSPORTATION

**TRANSPORTATION MAINTENANCE CREW LEADER
(HIGHWAY MAINTENANCE)**

**ANNUAL \$52,182
SALARY: \$66,822**

**SALARY
GROUP: TC 20**

**APPLICATION CLOSING
DATE: JUNE 13, 2014**

**EXAM
NO: 140920APRB**

PURPOSE OF CLASS: In the Department of Transportation and the Connecticut Airport Authority this class is accountable for acting as a working supervisor for an assigned group of Transportation Maintainers and/or Qualified Craft Workers engaged in the maintenance and repair of highways.

MINIMUM QUALIFICATIONS REQUIRED

THIS **PROMOTIONAL EXAMINATION** IS OPEN TO ANY **CURRENT** EMPLOYEE OF THE **DEPARTMENT OF TRANSPORTATION** WHO BY **JUNE 13, 2014** HAS PERMANENT STATE STATUS*, SIX MONTHS SERVICE IN THE **DEPARTMENT OF TRANSPORTATION**, AND THE FOLLOWING EXPERIENCE AND TRAINING:

GENERAL EXPERIENCE: Two years of skilled experience in the maintenance and repair of highways. NOTE: For State Employees the General Experience is interpreted at the level of Transportation Maintainer 2.

SPECIAL REQUIREMENTS: (1) Incumbents in this class will be required to accept assignment to emergency duties including snow and ice removal as required. (2) 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.

WORKING CONDITIONS: (1) Incumbents in this class are exposed to extremes of weather conditions, to frequent lifting of heavy weights, to highly dangerous road and traffic conditions, including exposure to heights when working on bridges, to poison ivy, insect bites and allergy irritants during summer months, and to loud and potentially dangerous machinery. (2) 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.

KNOWLEDGE, SKILLS AND ABILITIES (KSA's): Knowledge of materials, equipment and approved methods of surface treatment, surface and shoulder betterments, concrete work, guide rail construction, drainage construction and maintenance; knowledge of approved methods of filling joints, patching, snow removal and sanding ice, and erosion control; ability to make minor bridge repairs; interpersonal skills; oral and written communication skills; ability to utilize computer software; some supervisory ability.

THE EXAMINATION WILL BE COMPOSED OF:
(Exam Questions will cover KSA's listed above.)

<u>PART</u>	<u>WEIGHT</u>
WRITTEN	100%

THE EXAMINATION WILL BE HELD ON: THURSDAY, JULY 31, 2014
(Reserve the day as the exam may be scheduled in the morning or afternoon.)

APPLICATION PROCEDURE: 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. Mail applications 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 the fax transmittal receipt for your records. Make certain that your application form 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. **Applications must be date stamped by DAS/Human Resources or postmarked by June 13, 2014. 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 Transportation.

**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.