



AGENCY PROMOTIONAL EXAMINATION

DEPARTMENT OF TRANSPORTATION

TRANSPORTATION RIGHTS OF WAY DIRECTOR

ANNUAL \$103,539 SALARY APPLICATION CLOSING EXAM
SALARY: \$132,804 GROUP: MP 71 DATE: FEBRUARY 1, 2013 NO: 130120APMC

SPECIAL APPLICATION AND EXAMINATION INSTRUCTIONS APPEAR BELOW.

PURPOSE OF CLASS: In the Department of Transportation, Bureau of Engineering and Construction, this class is accountable for directing the Division of Rights of Way.

MINIMUM QUALIFICATIONS REQUIRED

THIS PROMOTIONAL EXAMINATION IS OPEN TO ANY CURRENT EMPLOYEE OF THE **DEPARTMENT OF TRANSPORTATION** WHO BY **FEBRUARY 1, 2013** HAS PERMANENT STATUS IN THE CLASSIFIED SERVICE*, SIX MONTHS SERVICE AT THE **DEPARTMENT OF TRANSPORTATION** AND THE FOLLOWING EXPERIENCE AND TRAINING:

GENERAL EXPERIENCE: Eleven years of professional experience in real property control and management with involvement in acquisition and disposal and either appraisal or assessment.

SPECIAL EXPERIENCE: Three years of the General Experience must have been in a supervisory capacity with responsibility for appraisal, acquisition or sale of real property, title examining and conveyance, or in large scale property management. [NOTE: For State Employees, supervisory capacity will be interpreted at or above the level of Supervising Property Agent.]

KNOWLEDGE, SKILLS AND ABILITIES: Considerable knowledge of and ability to apply management principles and techniques; considerable knowledge of relevant state and federal laws, statutes, and regulations governing land acquisition; considerable knowledge of social and political implications concerning land acquisition activities; knowledge of the methods and practices of large scale land acquisition by purchase or condemnation; knowledge of the principles and practices of real estate appraisal; considerable interpersonal skills; considerable oral and written communication skills.

THE EXAMINATION WILL BE COMPOSED OF:

<u>PART</u>	<u>WEIGHT</u>
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, hours worked per week 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 February 1, 2013. A separate application form must be submitted for each exam you are applying for. Mail applications to DAS/Human Resources, Room 404, 165 Capitol Avenue, Hartford, CT. 06106-1658 (**Secure Fax #860-622-2910**). If faxing materials make certain that your application form is complete and transmitted correctly and without error. Keep a copy of your completed application package and fax transmittal receipt for your records. 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 March 14, 2013.

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.

**Employees in the unclassified service may be eligible to participate in promotional exams if they have previous continuous permanent status in the classified service and have current status as a state employee.*

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.