

DEPARTMENT OF TRANSPORTATION  
JOB OPPORTUNITY

Material Storage Supervisor 1

[PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!](#)

**Open To:** Candidates on a current examination list.  
**Location:** Lisbon, CT  
**Job Posting No:** 28517  
**Hours:** 8:00 am to 4:00 pm  
**Salary:** TC 16: annual \$41,878 - \$54,381  
**Closing Date:** April 19, 2013

**Eligibility Requirement:** Candidates must have applied for and passed the Material Storage Supervisor 1 exam and be on the current certification list promulgated by the Department of Administrative Services for this classification. State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer. **Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.**

**Knowledge, Skills and Abilities:** Knowledge of the principles and procedures of efficient warehousing and material handling; interpersonal skills; oral and written communication skills; some supervisory ability.

**General Experience:** Three (3) years' experience in stock or warehouse work or closely related work that could reasonably be expected to provide the knowledge, skill and ability listed above.

**Special Experience:** One (1) year of the General Experience must have involved the full range of stores duties, including receiving, storing, issuing, inventorying, inspecting, etc.

**Note:** For State employees, the Special Experience will be interpreted at or above the level of Storekeeper.

**Special Requirements:** The appointing authority may require possession of an appropriate current license or permit during employment in this class.

Candidates must have computer skills and have experience; experience in CORE-CT Financials or utilizing an automated inventory and purchasing system; will be required to work MANDATORY OVERTIME and will have Snow & Ice Assignments.

**Physical Requirement:** Employees appointed to positions 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. A physical examination may be required.

**Working Conditions:** Incumbents may be required to lift moderate to heavy weights; may be exposed to weather conditions and may be required to handle hazardous materials/chemicals.

**Note:** The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable. Applicants who do not submit all the requested documents will not be considered. The candidate pool resulting from these interviews may be used to fill future Material Storage Supervisor 1 positions in the Bureau of Finance & Administration within twelve months.

**Application Instructions:** Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, and an Application for Employment by April 19, 2013 to:

DEPARTMENT OF TRANSPORTATION  
Janice Snyder  
Transp Purchg & Stores Asst Dir  
Bureau of Finance & Administration  
2800 Berlin Turnpike  
Newington, CT  
Email: [Janice.A.Snyder@ct.gov](mailto:Janice.A.Snyder@ct.gov)  
Fax Number: 860-594-2302

**State employees must include their last two service ratings**

**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, and persons with disabilities.