

**CIVIL SERVICE COMMISSION  
WATERBURY, CONNECTICUT**

**OPEN COMPETITIVE EXAM #2553**

**OPEN COMPETITIVE EXAMINATION FOR: CIVIL ENGINEER II** (Non-Exempt)

**SALARY: \$43.05 ~ \$56.56, 40 hrs./wk. paid bi-wkly. (NOTE: New hires start at the beginning of the range)**

**FRINGE BENEFITS:** Choose from available health insurance plans (employee contributions vary) Prescription Drug Rider, Dental Plan, Group Life Insurance for Individual; Retirement Plan; paid Holidays; paid Vacation Days; paid Sick Days; paid Personal Days.

**LAST DAY FOR FILING APPLICATIONS**

**Applications,** which may be obtained by visiting our website at [www.waterburyct.org](http://www.waterburyct.org) or at the Civil Service Office, Chase Municipal Building, 236 Grand St., Waterbury, CT 06702 & must be on file by 4:30 p.m. on:

**UNTIL SUFFICIENT APPLICATIONS ARE RECEIVED**

**IMPORTANT:**

1. Veterans – Veteran’s points will be awarded in accordance with the Connecticut State Statute. Five (5) for non-disabled veterans, ten (10) for disabled veterans. Proper documentation must be submitted to the Personnel Director before the date of the examination.
2. Residents – Five (5) Residency points shall be added in accordance with the amendment to the Civil Service Ordinances dated March 18, 2011. Proper documentation and proof of residence must be submitted no later than the closing date for applications.

**EXAMPLES OF WORK:** (Illustrative only)

The following identifies the primary and essential functions of the position and is not intended to be an exhaustive listing of all duties.

Plans and designs roadway, sidewalk, intersections, retaining wall, parks, parking lot and drainage projects and other public works projects;

Makes calculations as to line and grade, qualities and quantities of materials;

Travels independently between office, jobsites, and project meetings;

Acts as project lead on construction projects, supervising the work of inspectors, passing on various phases of the project as completed;

Performs field investigations of drainage and other issues, prepares reports, designs and implements solutions,

Determines and prepares payments to be made to contractors, keeping official project records and reports;

Represents city as liaison with state and federal agencies;

Respond to Freedom of Information Act (FOIA) requests,

Prepares permit applications and reports for local, state and federal agencies,

Conducts or participates in public hearings or informational meetings as required,

Performs field inspections and prepares reports as required,

Reviews plans, specifications and reports for public and private developments,

Briefs City Engineer and appropriate city boards as required during projects;

Instructs and trains subordinate engineers and engineering technicians; Other duties as assigned or as required.

Does other related work as required, which may include duties normally done at lower classifications.

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**REQUIRED KNOWLEDGES, SKILLS AND ABILITIES:**

Comprehensive knowledge of the principles and practices of civil engineering as applied to the development and construction of municipal public works; ability to plan, lay out and direct engineering design and field survey activities; thorough knowledge of governmental regulations; ability to plan, manage and oversee major public works projects and prepare related contracts, bidding documents, designs, estimates and specifications. includes project management responsibility and, therefore, requires well-developed management and supervisory skills, including the ability to communicate effectively in writing and orally, ability to maintain composure and communicate effectively in stressful situations, ability to maintain effective working relationships with others; ability to represent City Engineer in drafting and overseeing contracts with outside professional engineering firms. Good professional engineering judgment, good physical condition. Working knowledge of databases, MS Office and other engineering or CAD software programs.

**IN ORDER TO BE CONSIDERED FOR THIS POSITION YOU MUST INDICATE ON YOUR APPLICATION THAT AS OF THE CLOSING DATE YOU HAVE THE FOLLOWING EXPERIENCE:**

B.S. Degree in Civil Engineering, Environmental Engineering, Construction Management, Engineering Technology or Mechanical Engineering and four years of professional engineering experience. Experience in public sector engineering preferred but not required.

**COPIES OF APPLICABLE EDUCATIONAL DOCUMENTS AND PE LICENSE  
MUST BE SUBMITTED AT TIME OF APPLICATION**

**ADDITIONAL REQUIREMENTS:**

Possession of a Professional Engineer's License issued by the State of Connecticut or eligibility for certification through reciprocity within six months of hire. Possession of a valid Motor Vehicle Driver's License with a good driving history.

**In order to verify possession of the appropriate Driver's License and good driving history, applicants will now be required to provide the H.R. Office with a Driving History Report that is less than 30 days old. Only reports generated by the Department of Motor Vehicle will be accepted. This information will be specifically requested of the applicants at the time that a conditional offer is made. In the event that a report is not supplied within (7) seven days or the H.R. Director deems your driving history to be poor, the conditional offer may be rescinded.**

This position is covered under the written agreement between the City of Waterbury and the White-Collar Union. The Parts and Weights for this examination will be determined prior to conducting the exam. Individuals appointed shall be required to serve a working test period which will be, in effect, the final phase of the examination. Appeal Process- An applicant may appeal notice of not meeting the minimum qualifications (Civil Service Rules and Regulations, Section 3741, Subsection B, Article 9) to the Civil Service Commission within seven (7) days of the date on such notice. Please notify the Civil Service Office of a change in address. Notification will be mailed to the address written on your application.

THE CITY OF WATERBURY IS AN EQUAL OPPORTUNITY EMPLOYER

E.O.E. M/F/D/V

EEOP Utilization Report available upon request

1/16/24 USAR mj

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**PART V - WORKING CONDITIONS, PHYSICAL AND MENTAL REQUIREMENTS**

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 of the class. A physical examination may be required.

**Frequency: Place an "X" in each box that is appropriate to your job.**

<b>NEVER (N)</b>	<b>OCCASIONALLY (O)</b>				<b>FREQUENTLY (F)</b>				<b>CONSTANTLY (C)</b>			
0 % of Shift	1-33% of Shift				34-66% of Shift				67-100% of Shift			
<b>Working Conditions</b>	<b>N</b>	<b>O</b>	<b>F</b>	<b>C</b>	<b>Working Conditions</b>	<b>N</b>	<b>O</b>	<b>F</b>	<b>C</b>			
<b>Physical Demands</b>					Depth Perception		X					
Standing			X		Color Distinction		X					
Walking			X		Peripheral Vision		X					
Sitting			X		Driving		X					
Lifting		X			<b>Physical Strength:</b>							
Carrying		X			Little Physical Effort (-10 lbs.)			X				
Pushing		X			Light Work (-20 lbs.)			X				
Pulling		X			Medium Work (20-50 lbs.)		X					
Climbing		X			Heavy Work (50-100 lbs.)	X						
Balancing		X			Very Heavy Work (100+ lbs.)	X						
Stooping		X			<b>Environmental Conditions</b>							
Kneeling		X			Cold (50 degrees F or less)		X					
Crouching		X			Heat (90 degrees F or more)		X					
Crawling	X				Temperature Changes		X					
Reaching		X			Wetness		X					
Handling		X			Humidity		X					
Grasping		X			Extreme Noise or Vibration		X					
Twisting		X			Exposure to Chemicals		X					
Feeling		X			Exposure to Gases and Fumes		X					
Talking			X		Exposure to Unpleasant Odors		X					
Hearing			X		Exposure to bodily fluids	X						
Repetitive Motion			X		Exposure to dampness		X					
Hand/Eye/Foot Coordination			X		Confinement to Small or Restricting Area		X					
Visual Acuity/Near			X		Mechanical Hazards		X					
Visual Acuity/Far	X				Physical danger or abuse		X					

The above statements are intended to describe the general nature and level of work being performed by the employee assigned to this position. They are not to be construed as an exhaustive list of all job responsibilities and duties performed by personnel so classified.

The City of Waterbury is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the City when necessary.

Prepared on: 6-20-2022

Position: Civil Engineer II