

CIVIL SERVICE COMMISSION WATERBURY, CONNECTICUT

OPEN COMPETITIVE EXAM #2656

OPEN COMPETITIVE EXAMINATION FOR: ASSISTANT CITY ENGINEER

SALARY: \$108,968.97 ~ \$126,580.11 per year (Exempt, Paid bi-weekly)

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; paid Sick Days; paid Personal Days.

LAST DAY FOR FILING APPLICATIONS

Applications: May be obtained by visiting our website at www.waterburycct.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 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: Directs professional, sub-professional and other employees in the investigation, development and design of a variety of public works projects; gives professional engineering advice and confers with department heads and private contractors; reviews and approves plans and specifications for public and private construction contracts; confers with, advises and supervises inspectors of construction projects; assists in the compilation and preparation of budgetary requirements and reports; represents the City in contacts with other governmental jurisdictions, contractors and the general public on engineering matters. Coordinates permit systems and pavement restoration program; ability to prepare or review local, state and federal permit applications and to make routine engineering technical decisions. Performs related duties as required.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Comprehensive knowledge of the principles and practices of Civil Engineering as related to the preparation of plans and specifications for a wide variety of public works projects; thorough knowledge of construction materials and of approved standards of safety as related to structural designs and specifications; knowledge of federal and state regulations regarding waste water, water supply and high-construction; ability to instruct subordinate engineering personnel in proper work methods and to supervise their work; ability to adapt approved engineering methods and standards to the design and construction of a variety of public works projects; good professional judgement; good physical condition. Ability to work with the public, other City personnel and departments, City boards and commissions, and state and federal agencies. Considerable knowledge of office computer systems, automated drawing preparation programs, drainage and analysis programs and safety regulations and programs.

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REQUIRED EXPERIENCE AND TRAINING:

B.S. Degree in Civil Engineering or related discipline and five years of professional engineering experience.

LICENSURES, CERTIFICATIONS AND OTHER REQUIREMENTS:

Certified as a Professional Engineer by the state of Connecticut or eligible for certification within six months of appointment. Possession of a valid Connecticut land surveyor certificate preferred but not required.

**COPIES OF APPLICABLE DOCUMENTS MUST
MUST BE SUBMITTED AT TIME OF APPLICATION – COLLEGE DEGREE, TRANSCRIPTS,
CERTIFICATIONS**

ADDITIONAL REQUIREMENTS: Must be in possession of a valid Motor Vehicle Driver's License with a good driving history (**see statement below**).

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 Waterbury Municipal Administrator Association 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 at www.waterburyct.org

4/3/25 USAR md

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.

NEVER(N)	OCCASIONALLY (O)				FREQUENTLY (F)	CONSTANTLY (C)			
0 % of Shift	1-33% of Shift				34-66% of Shift	67-100% of Shift			
Working Conditions	N	O	F	C	Working Conditions	N	O	F	C
Physical Demands					Depth Perception		X		
Standing			X		Color Distinction		X		
Walking			X		Peripheral Vision		X		
Sitting			X		Driving		X		
Lifting		X			Physical Strength:				
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			Environmental Conditions				
Kneeling		X			Cold (50 degrees For less)		X		
Crouching		X			Heat (90 degrees For 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/Eve/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 and Waterbury Public Schools is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the District will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the District when necessary.

Prepared on: 4/3/25

Position: Assistant City Engineer