

CIVIL SERVICE COMMISSION
WATERBURY, CONNECTICUT

PROMOTIONAL EXAM#1301

PROMOTIONAL EXAMINATION FOR: DIRECTOR OF TRAINING SALARY: \$2,486.83/Week
(Fire Department)

This examination is open to permanent classified employees of the City of Waterbury

Individuals appointed as a result of passing the examination shall be required to serve a working test period which will be, in effect, the final phase of this examination. A passing score must be obtained on each part of the examination.

LAST DAY FOR FILING APPLICATIONS

Applications, which may be obtained by visiting our website at 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:

DECEMBER 1, 2025

IMPORTANT:

1. Seniority Points - Seniority points for this position will be in accordance with the Civil Service Rules and Regulations.

EXAMPLES OF DUTIES: (Illustrative only)

Plan, implement, coordinate, and supervise the Fire Department training program. This is a supervisory staff position directing a department-wide training program for the fire fighting service. Assignment may include a number of administrative tasks related to staffing, records, and reports. The incumbent in this class normally reports to the Fire Chief and supervises Fire Department Trainers. The incumbent in this class must exercise considerable independent judgment; Develop minimum standards of training and technical competence for all fire department line personnel; Instructs fire fighting personnel in the use of equipment and the proper methods of performing the various techniques of fire fighting; Determine the need for new training materials; Evaluate new training techniques, methods, and procedures; Participate in local, regional state and national conferences, seminars, and courses of fire suppression, rescue, and relevant issues to maintain a continuing level of professional and technical competence; Prepare and maintain all training and pumper testing records; Plan, organize and supervise the work of subordinate instructors; Assists in developing procedures, governing both the emergency and non-emergency operations of the department; Maintain and update firehouse libraries; May attend and observe large scale operations of fire fighters and equipment under emergency conditions to assess performance and safety; Recruit training, maintaining training records. Does other related work as required.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Thorough knowledge of fire fighting training principles and practices; comprehensive knowledge of, and skill in the use and operation of various types of fire fighting equipment and apparatus, and ability to demonstrate their use to others; ability to develop minimum standards of training and technical competence for all Fire Department line personnel; ability to plan, implement, coordinate, and supervise the fire suppression and rescue training programs; thorough knowledge of fire fighting and rescue techniques, and the scientific principles involved in fire suppression; ability to plan, prepare, and present instructional material; ability to communicate effectively, both orally and in writing, to groups and individuals; ability to establish and maintain effective working relations with Fire Department personnel, community officials, and the public; good physical condition.

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 OR WILL HAVE IT WITHIN SIX (6) MONTHS:

Ten (10) years fire fighting experience with the City of Waterbury Fire Department and the permanent rank of Fire Captain or higher for the previous two years in the Waterbury Fire Department. Preferred experience working in Waterbury Fire Department Bureau of Instruction and Training.

ADDITIONAL REQUIREMENT:

Valid CT motor vehicle license for fire apparatus. Appointee shall have completed NFPA 1041 certification for Fire Service Instructor I, certification for Safety Officer and NFPA 1021 certification for Fire Officer I.

APPEAL PROCESS: An applicant may appeal a 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 receipt of such notice. This position is covered under the written agreement between the City of Waterbury and the International Association of Firefighter Local 1339. Seniority credit for this position will be in accordance with the amendment to the Civil Service Rules and Regulations. Please notify the Civil Service Office of a change in address. Notification of examination 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

PART V - WORKING CONDITIONS, PHYSICAL AND MENTAL REQUIREMENTS

DIRECTOR OF TRAINING

Physical Requirements:

Incumbents in this class must have general good health, be free from any disease or injury which would impair health or usefulness and possess and retain sufficient physical strength, stamina, agility, endurance and visual and auditory acuity required to perform all the duties of the class. A comprehensive medical examination, including a controlled substance screening, will be required of all applicants upon a conditional offer of employment.

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 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 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.