

ANNOUNCEMENT

The Civil Service Commission of the City of Bridgeport will conduct a competitive promotional examination for **CUSTODIAN IV**. The exact date, time and place will be determine and announced to all qualified candidates at a later date.

APPLICATIONS: Each candidate must complete an application form supplied by the Commission and file it no later than **November 16, 2015**. Each candidate must submit a refundable security deposit of \$150 in the form of a certified bank check or money order by the application closing date. This security deposit will be refunded to all applicants who appear for the examination at the proper date and time*.

Applications can be obtained and must be filed in person at the Office of the Civil Service Commission, 45 Lyon Terrace, Room 106, Bridgeport, Connecticut

SALARY RANGE: \$45,700 - \$47,459 - \$49,184 - \$50,934 - \$51,189 Appointment will be made at the minimum or entrance salary of \$45,700 a year. Advancements within the salary range may be made in accordance with the terms of the contract between the City of Bridgeport and the Bridgeport City Supervisors Association, Inc.

DUTIES: Custodial and limited supervisory work of ordinary difficulty, responsibility in the cleaning, heating and maintenance of a medium size City-owned building (20 or more rooms, with respect to schools); related work as required; performed under general supervision.

REQUIREMENTS: This examination is open to Civil Service Custodians I, II and III, who have three years experience, with tenure, **prior to October 11, 2009; ability to qualify for a suitable license issued by the Board of Power Engineers of the City of Bridgeport; good knowledge of cleaning methods and of the operation and maintenance of heating equipment; good knowledge of building construction in all of its branches; good knowledge of the factors of fire and health safety involved in the care of buildings; ability to make emergency repairs to a building or its equipment; ability to exercise effective supervision over a small crew of subordinate custodial help; thoroughness; reliability.

* In order to ensure that candidates who apply will present themselves for the promotional competitive examination, the Civil Service Commission requires that all applicants provide the Office of the Civil Service Commission with a refundable deposit to hold a place for the candidate at the examination. This deposit check will be returned to all candidates who appear for the examination at the time of the final day of the exam. Candidates who apply for examination but do not appear will forfeit their deposit.

** This date is in compliance with Walker v. Jankura et. al. First vacancy was M. DeFranzo's retirement on June 13, 2009.

SUBJECTS OF EXAMINATION: Written examination on the knowledge and skills involved in performing the duties, relative weight, 5; training, experience and general qualifications, relative weight, 3; seniority, relative weight, 2. Candidates will be required to attain at least 75% in each announced subject of examination. An oral interview may be required. In addition, no person will be eligible for employment who is not in the employ of the City of Bridgeport at the time his or her name is reached for certification.

EXAMINATION REVIEW PROCEDURES: Each candidate will have an opportunity to review his or her examination papers during the one-month period after the date of announced results. The papers will be open to inspection during the period of 9:00 A.M. to 1:00 P.M., Monday through Friday. Every inspection period will be monitored by the staff of the Civil Service Office, and no candidate will be allowed to copy examination questions, or take any written material from the review room. The time allowed for review will be equal to the time allowed for taking the test. No candidate will be allowed more than two visits to review his or her papers.

CIVIL SERVICE COMMISSION
City Hall, 45 Lyon Terrace, Room 106
Bridgeport, Connecticut 06604
An Equal Opportunity Employer M/F
Promotion Examination No. 2339 - CUSTODIAN IV