

VACANCY NOTICE

FOR OPPORTUNITIES IN RHODE ISLAND STATE GOVERNMENT CS-376 Rev. (8/08)

DESCRIPTION OF POSITION	<p>TITLE OF POSITION: <u>Electrician Supervisor (Corr)</u> CLASSIFICATION CODE: <u>02335400</u> SALARY RANGE <u>322A 40734-46232</u> REFERENCE POSITION NO <u>137012200- TBD</u> Department or Agency Name: <u>Corrections</u> APPLICATION PERIOD: <u>10-3-2011 to 10-9-2011</u> Division/Section/Unit: <u>Inst/Oper/Maintenance Unit</u> <u>3 day grace 10-12-11</u></p> <p>Assignment(s)Comments: PREVIOUS APPLICANTS (7-13-11 TO 7-22-11 POSTING PERIOD) NEED NOT REAPPLY</p> <p>Shift and Days: <u>Mon- Fri 7:00 am to 3:30 pm</u> Job Location: <u>All ACI Facilities</u> Restrictions/Limitations: <u>none</u> Position Covered By Collective Bargaining Agreement: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/> Name of Bargaining Unit: <u>Council 94 AFSCME/ Local 2392</u> There is <input type="checkbox"/> is not <input checked="" type="checkbox"/> Civil Service List for this position. See A/B or Both for Specific Instructions Note: If there is a List, only laterals (employees with the same title) or individuals certified by OPA may be appointed to this</p>	
GENERAL INFORMATION TO CANDIDATE	<p>INSTRUCTIONS: A. STATE EMPLOYEE LATERAL BIDDER: Bids are now being accepted for the position(s) indicated. If you are currently in this classification and wish to bid, please complete fully the CS-14 Application Form; and RIEEO 378 Affirmative Action Card. Remember to include, either <u>on the application</u> or <u>within a cover letter</u>, both the File Position Title and Number. <u>MOST IMPORTANT</u> - please include the following information: ● The title of the position for which you are applying ● Name of department where you are currently employed ● Title of your present position and date you entered it ● Your business telephone number ● Date you entered State service ● Present Union Affiliation*** *** in certain agencies, bargaining union applications will receive preferential consideration according to contract. B. NON INCUMBENT / NON STATE EMPLOYEE APPLICANT: If indicated above that <u>no civil service list</u> exists for this position, you need not be in the class of position or be in State service to apply. All information requested on the application form must be furnished. The information you give will be used by the agency Personnel Office to determine your qualifications. If an item does not apply to you, or if there is no information to be given, write the letters "N.A." for NOT APPLICABLE. If you fail to answer all the questions on the application form, you may delay consideration of your application. C. <u>AMERICANS WITH DISABILITIES ACT:</u> ● Reasonable Accommodation: If an applicant is unable to perform any essential job functions because of his/her disability but can achieve the required results by means of a REASONABLE ACCOMMODATION, then the individual shall not be considered unqualified for the position. ● MEDICAL INFORMATION: Any medical exams required for this position will be performed after a conditional offer of employment has been made in accordance with the Rules/Regulations of the Americans with Disabilities Act (ADA).</p>	
STATEMENT OF DUTIES	<p>DUTIES / RESPONSIBILITIES: This position will plan and review the work of electricians, outside contractors and inmate laborers engaged in the installation, inspection, maintenance and repair of wires, fixtures and other electrical appliances uses for light, heat or power purposes in secured and unsecured area of a correctional institution.</p>	
MINIMUM EDUCATION & EXPERIENCE	<p><u>EDUCATION / EXPERIENCE / SPECIAL REQUIREMENTS:</u> (A class specification describing the duties of the position and the minimum qualifications will be furnished upon request.) Education: Graduation from high school; and Experience : Employment as an electrician engaged in work involving the installation, maintenance and repair of electrical wiring, equipment and motors common to industrial installations. Special Requirements: MUST POSSESS A JOURNEYMAN ELECTRICIAN LICENSE ISSUED BY STATE OF R.I. BOARD OF EXAMINERS OF ELECTRICIANS AND MUST MAINTAIN SUCH LICENSURE AS A CONDITION OF EMPLOYMENT</p>	
WHERE TO APPLY	<p>Apply within the application period as shown on this announcement. NOTE: Some State union contracts allow a 3 day grace period for receipt of CS-14 application or bid. This Office <u>does not</u> assume responsibility for applications sent through the mail. <u>SEND RESUME OR CS-14 APPLICATION TO:</u> Ann Marie Hamilton Phone: 401-462-5118 Office of Human Resources Fax: 401-462-2685 39 Howard Avenue Email: annmarie.hamilton@doc.ri.gov Cranston, R.I. 02920 TTY/TDD #: <u>711</u> (Telecommunication for the Deaf)</p>	

