



# CITY OF MILFORD

## OPEN COMPETITIVE NO. 24-29

### AUTOMOTIVE MECHANIC

**RE-POSTING DATE:** April 30, 2024

**CLOSING DATE:** Open until filled

**NOTICE TO ALL APPLICANTS:** This opening is available to all City employees and the general public.

**SALARY RANGE:** The position is a Grade PW-10 with hourly salary limits as follows:

Minimum .....	\$26.84
Step 1 .....	27.49
Step 2 .....	28.25
Step 3 .....	29.02
Step 4 .....	29.72
Step 5 .....	30.38
Maximum .....	31.13

**Note:** Governing Collective Bargain Agreement expired on June 30, 2023. Wages subject to any newly negotiated GWI increases.

**GENEROUS BENEFITS:** The City offers the following benefits:

- Medical & Dental insurance effective 1<sup>st</sup> day of hire
- Traditional Pension Plan/Defined Benefit Plan (5-year vesting)
- 457 Saving Plan
- Free Life Insurance
- Weekly Pay
- Additional Compensation after 8 hours of work per day
- Paid Time Off – Separate Vacation Pay, Sick Pay, Personal Business Pay, Bereavement Pay
- Paid Holidays – 13 days per year
- Employee Assistance Program
- Free Access to Employee Fitness Center
- Wellness Initiatives
- Education Assistance Program
- Productivity Bonus

**SUMMARY OF POSITION:** Under the general supervision of the Garage Foreman or designee, performs skilled mechanical work of the journeyman level in the diagnosis, repair and maintenance of light duty automotive, medium and heavy-duty vehicles and related equipment. Assignments arise in the form of oral instruction or general written work orders setting forth a complaint with respect to the operating conditions of a piece of equipment, but the employee uses independence and judgment as to method of repair. A supervisor may inspect work in process and may test the running condition of equipment after work is completed. Supplies own tools.

**MINIMUM QUALIFICATIONS:** Graduation from high school or trade school or completion of apprentice training; AND Five (5) years of progressively responsible experience in all phases of auto mechanics, including trucks and heavy equipment vehicles. At time of application, possession of a valid State of Connecticut motor vehicle driver's license OR commercial driver's license (CDL) class A or B with a good driving history.

**SPECIAL REQUIREMENT:** If candidate does not possess a valid State of Connecticut commercial driver's license (CDL), class A or B, without manual transmission and/or airbrake restrictions, MUST be able to obtain within 120 days of employment and at the candidate's own expense.

**SCOPE OF EXAMINATION:** Applicants who meet the requirements as stated above will be invited to participate in a written examination, weighted 100%. Candidates who successfully pass the written examination must achieve an overall passing score of at least 70% to be placed on the hiring list.

**FILING REQUIREMENTS:** Applicants are required to submit a fully completed **Employment Application, Application Supplement #24-29 and resume** must be submitted to the Human Resources Department, Parsons Government Complex, 70 W. River St., Milford, CT or [HRrecruit@milfordct.gov](mailto:HRrecruit@milfordct.gov) For forms and detailed application instructions, go to [www.ci.milford.ct.us/hr/pages/jobs](http://www.ci.milford.ct.us/hr/pages/jobs) then select *Automotive Mechanic*.

# **AUTOMOTIVE MECHANIC**

## **GENERAL SUMMARY OF DUTIES**

Under the general supervision of the Garage Foreman or designee, performs skilled mechanical work of the journeyman level in the diagnosis, repair and maintenance of light duty automotive, medium and heavy duty vehicles and related equipment. Assignments arise in the form of oral instruction or general written work orders setting forth a complaint with respect to the operating conditions of a piece of equipment, but the employee uses independence and judgment as to method of repair. A supervisor may inspect work in process and may test the running condition of equipment after work is completed. Supplies own tools.

## **ESSENTIAL FUNCTIONS**

*(The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed as trained. Work that is similar, related or logically associated with the Position may also be assigned.)*

- Diagnoses, repairs and installs engines, transmissions, other related drive-train components; hydraulic systems; air brakesystems; tires and wheels; and electrical systems.
- Uses welders and brazing to make repairs. Uses gas cutting torches and plasma cutter. Diagnoses and repairs small gasoline and two-stroke engines.
- Conducts road tests to locate defects in equipment operation and as a check on repair work before the return of equipment to active service; utilizes a variety of common automotive and mechanical testing devices.
- Performs routine maintenance work to include, but not limited to, checking tires, batteries, spark plugs, oil, gasoline, anti-freeze and similar lubrication and parts; takes corrective action.
- Reads and interprets vehicle service/parts/maintenance manuals, both on-line and/or hardcopy.
- Uses diagnostic equipment in performing duties as trained.
- Performs safety inspections to insure that equipment complies with Federal Motor Vehicle Safety Regulations.
- Completes repair orders to document work performed on vehicles and equipment.
- Performs metal fabrication as required to repair vehicles and equipment.
- Performs minor body repairs as required.
- Fabricate and build parts or tools as required. Build or modify equipment for use as required.
- Wears personal protective equipment as required.
- Performs related work as required.

## **REQUIRED KNOWLEDGES, SKILLS AND ABILITIES**

- Working knowledge of practices and procedures of the automotive trade including safety precautions.
- Working knowledge of heavy equipment operation.
- Understanding of safety practices and compliance thereof.
- Understanding of hydraulic systems and ability to diagnose and repair hydraulic equipment.
- Knowledge of tools and equipment utilized in the automotive trade.
- Understanding of the proper diagnostic approach to troubleshooting all vehicle/equipment systems as trained.
- Knowledge of electrical system diagnosis and proper repair procedures.
- Working knowledge of automotive body repair.
- Working knowledge of the operation of gasoline and diesel engines, transmissions and of mechanical repair methods applicable to heavy trucks and construction equipment.
- Working knowledge of advanced diagnostics and troubleshooting of all vehicle/equipment systems as trained.
- Ability to utilize computer programs to maintain records and perform data entry as trained.

## **AUTOMOTIVE MECHANIC**

### **REQUIRED KNOWLEDGES, SKILLS AND ABILITIES (cont'd)**

- Skilled in the use and care of tools used in automotive repair work.
- Ability to understand and carry out oral and written instructions.

### **MINIMUM QUALIFICATIONS REQUIRED**

- Graduation from high school or trade school or completion of apprentice training; AND
- Five (5) years of progressively responsible experience in all phases of auto mechanics, including trucks and heavy equipment vehicles.
- At time of application, possession of a valid State of Connecticut motor vehicle driver's license with a good driving history.
- **Special Requirement** - Must be able to obtain a valid State of Connecticut commercial driver's license (CDL), class A or B, without manual transmission and/or airbrake restrictions within 120 days of employment and at the candidate's own expense.

### **JOB ENVIRONMENT**

While performing the duties of this job, the employee is frequently exposed to fumes or airborne particles, moving mechanical parts and vibration. The employee is occasionally exposed to a variety of extreme conditions, to include weather/temperatures. The noise level in the work environment can be loud.

### **PHYSICAL REQUIREMENTS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to talk and hear and see. This position is very active and requires standing, walking, bending, kneeling, stooping, crouching, crawling, and climbing all day. The employee may occasionally lift and/or move items up to 60 pounds, in excess of this weight must utilize proper safety equipment and/or assistance. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

Civil Service Commission

City of Milford, CT

Retyped: 3-2006

Revised: May 2014

Revised: July 2018



## CITY OF MILFORD, CONNECTICUT

- Founded 1639 -

70 West River Street, Milford, CT 06460

(203) 783-3239

[HRrecruit@milfordct.gov](mailto:HRrecruit@milfordct.gov)

**Human Resources  
Department**

# **APPLICATION FOR EMPLOYMENT & EXAMINATION**

## **INSTRUCTIONS FOR COMPLETION:**

**THIS APPLICATION FORM CONSTITUTES A PART OF THE EXAMINATION PROCESS.**

**Every section must be completed in full** even if resume or other supporting documents are attached. You should not direct this Office to refer to a resume for information that is being asked on the application form. **You must answer all questions completely and accurately in order for your application to be given the proper consideration.**

## **INCOMPLETE APPLICATION WILL BE REJECTED.**

- **LATE APPLICATIONS WILL NOT BE ACCEPTED.** Applications must be received in the Human Resources Department by the application deadline as stated on the job announcement. You must complete an application form in ink or typed print. You can complete an application form online at the City's website and print the application. You must sign your application in ink or with digital signature. Application closing dates are noted on each job announcement.
- **ALL APPLICANTS SHOULD READ THE JOB ANNOUNCEMENT OF THE JOB FOR WHICH YOU ARE APPLYING.** Specific job requirements will be noted under the section titled "Minimum Qualification Requirements."
- **EACH SECTION IN THE APPLICATION FORM MUST BE COMPLETED.** You can use additional sheets of papers to attach to your application if you need more space to provide complete information, especially as it pertains to your employment history. Applications submitted without completing each section will be rejected.
- **LICENSES AND CERTIFICATIONS** required for the position you are applying for must be listed and you must provide a copy of any and all licenses and certifications required, as stated on the job announcement. Applications submitted without providing a copy of the required licenses/certifications will be rejected.
- **YOU MUST ATTACH A CLEAR COPY OF YOUR DRIVER'S LICENSE TO THE APPLICATION FORM** if the job for which you are applying requires a driver's license. Applications submitted without providing a copy of your driver license will be rejected.
- **YOU MUST COMPLETE EACH SECTION OF EMPLOYMENT HISTORY.** You must complete "Describe Work Performed" completely. Do not write "see resume" in lieu of completing this information on the application form. Applications submitted without completing each line of this section will be rejected.
- **COMPLETING THE INVITATION TO SELF-IDENTIFY IS VOLUNTARY.** This information is needed to meet Federal and State reporting requirements and is also used to evaluate the effectiveness of our recruiting and testing procedures. This sheet is not seen by anyone making the hiring decision. Applications will not be rejected if you choose not to complete this voluntary information section.

CITY OF MILFORD - AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

The City of Milford is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities and persons with disabilities.



# EMPLOYMENT APPLICATION - PUBLIC WORKS

Human Resources Department  
City of Milford  
70 West River Street  
Milford, CT 06460  
(203) 783-3239

An Equal Opportunity Employer

Position applying for \_\_\_\_\_

Date \_\_\_\_\_

DO NOT WRITE IN THIS SPACE

☐ Q Rev. by: \_\_\_\_\_

☐ NQ

Reason: \_\_\_\_\_

**PLEASE TYPE OR PRINT CLEARLY IN BLACK OR BLUE INK.**

Entire application must be completed in order for application to be considered.

## PERSONAL INFORMATION

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ M.I. \_\_\_\_\_ 000- \_\_\_\_\_  
Last 6 digits of Soc. Sec. No. \_\_\_\_\_

Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Home Telephone \_\_\_\_\_ Mobile \_\_\_\_\_ Email \_\_\_\_\_

Are you legally eligible for employment in the U.S.? Yes No Are you 18 years of age or older? Yes No  
(If hired, you will be required to provide proof of eligibility)

Do you claim 5 points preference based on active duty in the US Armed Forces? Attach copy of DD214 Yes No

Do you claim 10 points veteran's disability preference? Attach copy of DD214 & other supporting documentation Yes No

List any relatives currently employed with the City: Name(s) \_\_\_\_\_ Job Title/Dept. \_\_\_\_\_

Have you read the job description explaining the essential duties of the position for which you are applying? Yes No

Are you able to perform the essential functions of the position for which you are applying? Yes No Date available to start \_\_\_\_\_

## EDUCATION

High School(s) attended	City/State	Did you graduate?		
		Yes No		
		Yes No		
College/Institution attended	City/State	Did you graduate?	Degree/Certification/Credits	Major
		Yes No		
		Yes No		
		Yes No		

## EMPLOYMENT HISTORY

Have you ever been discharged or asked to resign from a job? Yes No If yes, please explain: \_\_\_\_\_

Have you previously worked for the City of Milford? Yes No If yes, dates of employment: \_\_\_\_\_

Position/Department: \_\_\_\_\_

On the next page, list **ALL** present and past employment in reverse chronological order **BEGINNING WITH YOUR MOST RECENT EMPLOYMENT**. Applicants may be required to furnish satisfactory proof of employment history. Use additional pages if necessary. **Include resume with completed application, however, resume WILL NOT substitute completion of application.**

**EMPLOYMENT HISTORY CONTINUED**

Employer	Address	Phone
Dates of Employment	Job title	Hours per week
Supervisor's name/title		Reason for leaving
Number of employees supervised (i/a)	Describe work performed below <u>DO NOT WRITE "SEE RESUME"</u> :	

Employer	Address	Phone
Dates of Employment	Job title	Hours per week
Supervisor's name/title		Reason for leaving
Number of employees supervised (i/a)	Describe work performed below <u>DO NOT WRITE "SEE RESUME"</u> :	

Employer	Address	Phone
Dates of Employment	Job title	Hours per week
Supervisor's name/title		Reason for leaving
Number of employees supervised (i/a)	Describe work performed below <u>DO NOT WRITE "SEE RESUME"</u> :	

\*\*\*ONLY COMPLETE THE SECTIONS BELOW IF THEY ARE RELEVANT TO THE POSITION YOU HAVE APPLIED\*\*\*

### SPECIAL SKILLS

**Snowplowing:** Describe any experience you may have had snowplowing. Please include the size of the plow(s) you have driven, number of months/ years of experience and type of area(s) plowed (roads, driveways, parking lots, etc.)

#### Light Equipment:

What best describes your skill level with a payloader?

☐ Excellent

☐ Very good

☐ Good

☐ Fair

☐ Never Used

What best describes your skill level with a backhoe?

☐ Excellent

☐ Very good

☐ Good

☐ Fair

☐ Never Used

What best describes your skill level with a small tractor?

☐ Excellent

☐ Very good

☐ Good

☐ Fair

☐ Never Used

#### Heavy Equipment:

What best describes your skill level with a grader?

☐ Excellent

☐ Very good

☐ Good

☐ Fair

☐ Never Used

What best describes your skill level with a Cat 225 excavator?

☐ Excellent

☐ Very good

☐ Good

☐ Fair

☐ Never Used

What best describes your skill level with a bulldozer?

☐ Excellent

☐ Very good

☐ Good

☐ Fair

☐ Never Used

Please list/describe any specialized training, apprenticeship, certifications, licenses, skills, special skills and qualifications related to the job for which you are applying, such as machines you are able to operate, languages you speak and read or write well, computer skills besides those previously mentioned and any other special abilities or knowledge. Provide name and location where training was given, dates attended, subject of training, total number of training hours, and other details. Please also include any professional trade, business or civic activities and other offices held: (You may exclude membership which would reveal gender, race, religion, national origin, age, ancestry, disability or other protected status.)

### LICENSES, CERTIFICATIONS, REGISTRATIONS

If the position for which you are applying requires you to operate a vehicle, you must possess a valid driver's license and any special endorsements must be current and valid. NOTE: If applicable, if you are offered employment by the City of Milford, and if your driver's license is from another state, you will be required as a condition of employment to obtain a valid Connecticut Driver's License before you can begin work.

Do you have a valid driver's license?      Yes      No      State \_\_\_\_\_ License # \_\_\_\_\_ Classification \_\_\_\_\_

Expiration Date \_\_\_\_\_ Endorsements \_\_\_\_\_

FINALISTS WILL BE REQUIRED, UPON NOTIFICATION, TO SUBMIT A COPY OF THEIR DRIVING ABSTRACT. Note: Driving abstracts may be obtained at any Connecticut Department of Motor Vehicles office. This fee is at the finalist's expense.

### PROFESSIONAL REFERENCES

List three professional colleagues who are not your relatives or employees of The City of Milford we may contact.

Name	Phone	Relationship

**IMPORTANT:** Read each of the following sections carefully and completely. If you do not understand any portion of the statements that follow, ask for clarification. Your signature indicates that you have read and understand each of the provisions listed and that you agree to abide by the conditions stated therein.

**NOTICE TO PERSONS WITH DISABILITIES:** Testing arrangements to accommodate persons with disabilities will be made upon request of the applicant. If accommodation is requested, the applicant will be required to state what accommodation is needed.

**PRE-EMPLOYMENT MEDICAL EXAMINATION:** Applicants selected for employment will be required to pass a medical examination given by a physician designated by the City of Milford.

**PROBATIONARY PERIOD:** Employees serve a probationary period as determined by City policy or by any applicable collective bargaining agreement. Termination of employment during the probationary period may be with or without cause and is not subject to any appeal process or grievance procedure of any applicable collective bargaining agreement.

**DRUG POLICY:** It is the policy of the City of Milford to maintain a drug free workplace. Employees who are observed in possession of or using controlled substances (drugs) will be terminated and may have criminal actions filed against them. Employees in certain positions are subject to Federal laws requiring pre-employment, post-accident, and random drug testing.

UPON EMPLOYMENT, YOU WILL BE REQUIRED TO PROVIDE YOUR SOCIAL SECURITY NUMBER.

#### PRE-EMPLOYMENT STATEMENT

**AGREEMENT:** I CERTIFY THAT ALL STATEMENTS MADE ON OR IN CONNECTION WITH THIS APPLICATION ARE TRUE, ACCURATE, COMPLETE, AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. I UNDERSTAND THAT INCOMPLETE, FALSE, INACCURATE, OR MISLEADING INFORMATION GIVEN IN MY APPLICATION, INTERVIEW(S) OR DURING THE COURSE OF MY EMPLOYMENT MAY RESULT IN THE REJECTION OF THIS APPLICATION OR WITHDRAWAL OF A JOB OFFER. FURTHER, FALSE INFORMATION PROVIDED, WHETHER WILLINGLY OR ACCIDENTALLY, MAY RESULT IN DISCIPLINE OR IMMEDIATE DISMISSAL IF EMPLOYED, WHENEVER THE OMISSION OR FALSEHOOD IS DISCOVERED.

I UNDERSTAND THAT THIS APPLICATION IS NOT A CONTRACT OF EMPLOYMENT NOR IS IT A GUARANTEE OR INDICATION OF EMPLOYMENT. I ALSO UNDERSTAND THAT SHOULD I BE GRANTED AN INTERVIEW, THE REPRESENTATIONS THAT MAY BE MADE AT THE INTERVIEW ARE NOT TO BE CONSTRUED AS CREATING ANY OBLIGATION, PROMISE OR CONTRACT ON BEHALF OF THE CITY OF MILFORD. SHOULD I BE EMPLOYED BY THE CITY, IN CONSIDERATION OF MY EMPLOYMENT, I AGREE TO ABIDE BY ALL THE RULES, POLICIES AND REGULATIONS OF THE CITY OF MILFORD, AS THEY MAY FROM TIME TO TIME BE IMPLEMENTED OR REVISED. IDENTIFICATION AND VERIFICATION OF ELIGIBILITY TO WORK IN THE UNITED STATES MUST BE SATISFIED FOR EMPLOYMENT.

I FURTHER UNDERSTAND THAT IN CONSIDERATION FOR EMPLOYMENT, AN INVESTIGATIVE BACKGROUND REPORT MAY BE PREPARED AT THE REQUEST OF THE CITY OF MILFORD, WHEREBY INFORMATION MAY BE OBTAINED FROM MY EMPLOYERS (PRESENT OR FORMER), EDUCATIONAL INSTITUTIONS, ALL BRANCHES OF THE U.S. MILITARY SERVICE, AND PUBLIC RECORDS MAINTAINED BY GOVERNMENT AGENCIES OR OTHERS, INCLUDING BUT NOT LIMITED TO CRIMINAL CONVICTION REPORTS, CREDIT REPORTS, ETC. I AUTHORIZE THE CITY OF MILFORD AND ITS DESIGNATED REPRESENTATIVE(S) TO PERFORM THIS INVESTIGATION, AND FURTHER AUTHORIZE PRESENT AND FORMER EMPLOYERS, REFERENCES AND OTHER PERSONS TO PROVIDE INFORMATION FOR THE INVESTIGATION. I ALSO AUTHORIZE THE CITY OF MILFORD TO RECEIVE CRIMINAL CONVICTION RECORDS PERTAINING TO ME, WHICH MAY BE IN THE FILES OF ANY CRIMINAL JUSTICE AGENCY

I UNDERSTAND THAT ACCEPTANCE FOR EMPLOYMENT SHALL DEPEND ON SATISFACTORY REPLIES FROM MY REFERENCES AND OTHER BACKGROUND CHECKS. ANY OFFER OF EMPLOYMENT MAY BE CONTINGENT UPON PASSING A DRUG TEST AND MEDICAL EXAMINATION. I AUTHORIZE MEDICAL PROVIDER(S) TO RELEASE ANY/ALL MEDICAL INFORMATION TO THE CITY PURSUANT TO ITS PRE-EMPLOYMENT PHYSICAL AND DRUG SCREEN PROCEDURES IN ACCORDANCE WITH HIPAA.

**RELEASE:** I HEREBY RELEASE AND HOLD HARMLESS ANY PERSON, CORPORATION, COMPANY FROM ANY AND ALL POSSIBLE DAMAGES, DIRECT OR CONSEQUENTIAL, IMMEDIATE OR REMOTE, OF ALL FORMS OR TYPES, THAT I MAY SUSTAIN OR ALLEGE TO SUSTAIN BY VIRTUE OF THAT PERSON, CORPORATION, COMPANY OR OTHER ENTITY COMPLYING WITH MY REQUEST TO FULLY AND COMPLETELY COMPLY WITH THE INVESTIGATION, INQUIRY OR INTERESTS OF THE CITY OF MILFORD, TO WHOM I HAVE MADE AN APPLICATION OF EMPLOYMENT AND IS THE BEARER OF THIS AUTHORIZATION.

I affirm and certify that I have read all of the information above and that all answers to the questions herein are complete, true and accurate to the best of my knowledge. I understand that any misrepresentation, falsification or omission of any facts may render this application void and will be cause for disqualification, whenever discovered.

SIGNATURE APPLICANT \_\_\_\_\_

DATE \_\_\_\_\_





# INVITATION TO SELF-IDENTIFY

City of Milford

Position applying for  
(use the title that appears on the job announcement)

## SECTION 1: CANDIDATE INFORMATION

It is the policy of the City of Milford to recruit, hire, and promote qualified people in all job classifications regardless of age, race, gender, color, religion, creed, national origin, marital or veteran status, sexual orientation, gender identity or expression, disability or any other legally protected status, unless they are bona-fide occupational qualifications.

The following information is needed for compliance with governmental reporting requirements. While completion of this section is voluntary, all applicants are strongly urged to complete this as part of the pre-employment process. Applicants so choosing, may identify on the form that they have chosen not to provide the City of Milford with the requested information by checking the appropriate box in Section 4. This information will not affect in any way your employment opportunities. The information obtained will be kept confidential and may only be used in accordance with the provisions of applicable federal laws, executive orders, and regulations, including those which require the information to be summarized and reported to the Federal Government for civil rights enforcement purposes.

## SECTION 2: GENERAL INFORMATION

Name \_\_\_\_\_ Date \_\_\_\_\_

Social Security Number 000 \_\_\_\_\_ (Last six digits ONLY)

## SECTION 3: STATISTICAL INFORMATION

### PLEASE ANSWER THE FOLLOWING QUESTION:

What is your race/ethnicity? (Please mark the ONE BOX that describes the race/ethnicity category with which you primarily identify.)

#### Race/Ethnic Identification

- ☐ American Indian or Alaska Native (Not Hispanic or Latino) All persons having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.
- ☐ Asian (Not Hispanic or Latino) All persons having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- ☐ Black or African American (Not Hispanic or Latino) All persons having origins in any of the black racial groups of Africa.
- ☐ Hispanic or Latino All persons of Cuban, Mexican, Puerto Rican, Central or South America, or other Spanish culture or origin, regardless of race.
- ☐ Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino) All persons having origins in any of the original peoples of Hawaii, Guam, Samoa, or Pacific Islands.
- ☐ White (Not of Hispanic or Latino origin.) All persons having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- ☐ Two or more races A person who primarily identifies with two or more of the above race/ethnicity categories.

Gender ☐ Male ☐ Female

## SECTION 4: NON-PARTICIPATION

Please check box if applicable

I have read the above statement and have chosen not to complete this form. ☐

## SECTION 5: RECRUITING INFORMATION

How did you hear about this job? (Please check one.)

<input type="checkbox"/> Milford Mirror	<input type="checkbox"/> City Employee
<input type="checkbox"/> Other newspaper (give name):	<input type="checkbox"/> Human Resources or Department Bulletin Board
<input type="checkbox"/> City Website	<input type="checkbox"/> Community Agency (give name):
<input type="checkbox"/> Internet (list site):	<input type="checkbox"/> Professional Journal (give name):
<input type="checkbox"/> State of CT job site	<input type="checkbox"/> Other (please specify):



I. GENERAL EXPERIENCE AND LICENSURE:

## PART A. – EXPERIENCE

Do you have at least five (5) years of progressively responsible experience in all phases of auto mechanics, including trucks and heavy equipment vehicles?

No \_\_\_\_\_ Yes \_\_\_\_\_ If Yes, Number of Years' Experience \_\_\_\_\_

Indicate the type of work experience. Check (✓) all that are applicable:

\_\_\_\_\_ diagnosing, repairing and installing gasoline and diesel engines – number of years of experience: \_\_\_\_\_

\_\_\_\_\_ diagnosing, repairing and installing transmissions and other drive-train components; hydraulic systems; air brake systems; tires and wheels; and electrical systems – number of years of experience: \_\_\_\_\_

\_\_\_\_\_ diagnosing and repairing small gasoline and two-stroke engines: \_\_\_\_\_

\_\_\_\_\_ using electric welder, gas welder, and brazing: \_\_\_\_\_

\_\_\_\_\_ conducting road tests to locate defects in equipment operation and as a check on repair work: \_\_\_\_\_

## PART B. – LICENSURE

Do you possess a valid State of Connecticut Driver's License?

\_\_\_\_\_ Yes    Type: \_\_\_\_\_ (Must attach a copy of license.)    \_\_\_\_\_ No

Do you possess a valid State of Connecticut Commercial Driver's License (CDL), Class A or B, without manual transmission and/or airbrake restrictions?

\_\_\_\_\_ Yes    Type: \_\_\_\_\_ (Must attach a copy of license.)    \_\_\_\_\_ No

## II. EXPERIENCE

#24-29

Please follow column headings completely. Use whatever terms would be most indicative of the level and scope of your responsibilities. You may use additional pages, if necessary.

A. Describe in detail your work experience diagnosing, repairing and installing gasoline and diesel engines.

Name of Employer:			Dates & No. of Hours/Week Performing This Job:	
Supervisor's Name:			Supervisor's Title:	
Your Job Title & Duties:				

Name of Employer:			Dates & No. of Hours/Week Performing This Job:	
Supervisor's Name:			Supervisor's Title:	
Your Job Title & Duties:				

- A. Do you possess any of the following degrees? (If “Yes”, specify the major field of study for which the degree was conferred.)

- 1 High School Diploma Yes \_\_\_\_\_ No \_\_\_\_\_
- 2 Trade School Completion Yes \_\_\_\_\_ No \_\_\_\_\_ Field of Study: \_\_\_\_\_
- 3 Apprentice Training Yes \_\_\_\_\_ No \_\_\_\_\_ Field of Study: \_\_\_\_\_

- B. List all training (seminars, special courses, advanced training, specialized training, etc.) that you have attended/completed within the past five (5) years, relevant to operating, repairing, and maintaining gasoline and diesel engines, transmissions, hydraulic systems, air brake systems and electrical systems.

AREA OF STUDY/TITLE OF COURSE	SPONSORING ORGANIZATION	DATES ATTENDED & NO. OF HOURS