



# Department of ADMINISTRATIVE SERVICES Job Postings



## DEPARTMENT OF TRANSPORTATION JOB OPPORTUNITY

### Transportation Chief of Maintenance and Highway Operations Bureau of Highway Operations

**PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!**

**Open To:** The Public

**Location:** 2800 Berlin Turnpike, Newington, CT

**Job Posting No:** 93378

**Hours:** 7:30 a.m. – 4 p.m., Monday - Friday

**Salary:** MP 75, Minimum Salary, \$128, 502 annually

**Closing Date:** October 28, 2016

The Connecticut Department of Transportation (DOT) seeks highly qualified, senior level candidates for the position of Bureau Chief for Highway Operations and Maintenance (Transportation **Chief of Maintenance and Highway Operations**). This is one of five bureaus within the Department of Transportation. The Bureau Chief reports to the Transportation Commissioner and/or designee. The Department is a dynamic agency with a growing mission in highway and bridge operations; maintenance and design; construction; public transportation and policy and planning.

The Bureau Chief is headquartered in Newington, CT and oversees operations and maintenance in four districts around the state. He or she also represents the DOT at Transcom, American Association of State Highway and Transportation Officials (AASHTO), Coalition of Northeastern Governors (CONEG), I - 95 Corridor Coalition, Connecticut Association of State Highway Officials (CASHO) and CLEAR ROADS.

The Bureau Chief is responsible for oversight of safety, quality and efficiency of highway and bridge operations and maintenance, including compliance with all regulatory and program requirements; budgets for operations and projects; upgrade of budget and project controls; development of staff and expertise necessary to improve the Bureau's capacity to support its mission, in particular safety, operational effectiveness and technological advancement.

The Bureau Chief will play a critical role in taking the DOT's maintenance and operations to new levels of quality and volume that will complement the State's ambitious transportation program. The Department has begun to innovate in its' program and service delivery. The Bureau Chief will be charged with adding to strengthening and enhancing innovative approaches to program and service delivery.

The candidate must possess the full complement of management skills with an emphasis on organizational development, including training and performance management competencies and must build capacity for and execute strategic planning and visioning, while retaining the focus on detail that operational needs require. Continued development of a fully functioning Bureau that meets the growing needs of the State, building Bureau performance, will be critical goals that include growth and rigorous application of performance measures.

**General Experience (Minimum requirements):** Twelve (12) years of professional experience in the administration of large scale maintenance or highway operations programs and activities.

**Special Experience:** Three (3) years of General Experience must have been in a managerial capacity.

**Substitution Allowed:**

1. College training may be substituted for the General Experience on the basis of fifteen (15) semester hours equaling one-half (1/2) year of experience to a maximum of four (4) years for a Bachelor's degree.
2. A Master's degree in public or business administration or a closely related field may be substituted for one (1) additional year of the General Experience.

- Note:**
1. Managerial capacity is defined as full time managerial responsibility for major programs. Position will have supervisory responsibilities but the emphasis should be management activities: planning, organizing, directing and controlling resources of a major subdivision at an agency or organization.
  2. For state employees, the Special Experience is interpreted at the level of Transportation Maintenance Administrator, Transportation Maintenance Director, Transportation Maintenance Manager, Transportation Manager of Bridge Safety & Evaluation, or Transportation Manager of Highway Operations.

The Department of Transportation's Highway Operations and Maintenance responsibilities include:

- 1,609 employees
- Statewide storm response, including winter operations, hurricanes and other events
- 4,143 State and Federal Road Miles
- 7,406 Roadway Bridges and Structures
- Operations centers in Newington, CT and Bridgeport, CT
- \$ 150 million FY 2017 annual operating budget
- \$ 125 million FY 2017 annual Capital budget for pavement resurfacing/preservation and bridge related projects
- Staffing the state Emergency Operations Center and coordinating DOT-wide response

The State of Connecticut offers excellent benefits including Extensive Health and Dental coverage, Disability and Life Insurance, generous Time Off package, Retirement Benefits, Family Leave, DCAP, Deferred Compensation, and Education and Development Programs. Candidates may refer to the DAS website at: <http://das.ct.gov/HR/JobspecNew/JobDetail.asp?FCC=4506> for job specification requirements.

**Application Instructions:** Interested and qualified candidates who meet the above experience requirements **must submit a letter of interest, resume, and CT-HR12 application form (CT-HR12), no later than Friday, October 28, 2016** to:

Department of Transportation  
1107 Cromwell Avenue  
Rocky Hill, CT 06067  
Diane Tyc, Principal Human Resources Specialist  
Diane.Tyc@ct.gov

Application forms are available at the [Department of Administrative Services website](#). Applications must be received no later than the closing date indicated above. Incomplete applications where the required documentation, as indicated above, is not submitted will not be considered for this position. Due to the large volume of applications received, we are unable to provide confirmation of receipt or status updates during the recruitment process.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

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