CITY OF BRIDGEPORT, CONNECTICUT

The City of Bridgeport is now accepting submissions for the position of

Fleet Mechanic

Public Facilities (Municipal Garage)

The Municipal Garage has some responsibility for all City Vehicles. The entire fleet is registered through the Garage while maintenance is divided. The Garage maintains all City vehicles except for those utilized by the Police and Fire departments. The Garage schedules and performs routine maintenance to assure fleet safety, performs extensive repairs in-house, supervises repairs performed by outside vendors and maintains an inventory of parts to service vehicles and equipment. We operate within all State and Federal Standards.

For more information visit: https://www.bridgeportct.gov/government/departments/public-facilities

Salary and Benefits: $80,849.00 - $85,674.00 annually. This position is affiliated with the American Federation of State, County, and Municipal Employees Local 1303-468, Council 4 (aka "AFSCME 1303") and includes an extensive package of benefits as outlined with the associated collective bargain agreement (aka "union contract"). The above salary is subject to cost-of-living increases as negotiated by AFSCME 1303. The benefits shall include health insurance coverage (medical, dental, vision, prescription), a term life insurance policy, paid leave (sick, vacation, personal), paid holidays, 457(b) deferred compensation plan (employee paid), and other voluntary employee paid benefits.

The City of Bridgeport also offers several voluntary benefit programs via automatic payroll deduction: 457(b) Deferred Compensation Plan with Roth options, legal services, and complimentary discounted perks for city municipal employees. Retail and tuition discounts may be available at various universities and businesses that have partnered with the City of Bridgeport.

The city participates in the Connecticut Municipal Employees Retirement System (CMERS) (www.osc.ct.gov/rbsd/cmers/muniretire.htm), which requires both employer and employee contributions. Please be aware that your earnings from this position are not covered under Social Security; instead, you will make contributions towards your government pension plan. For further information, you may visit the Social Security website at ssa.gov.

Application Process: Mail, deliver or email a resume, a cover letter, and a completed Civil Service Application (found below) to the Civil Service Commission Office, Room 106, 45 Lyon Terrace, Bridgeport, Connecticut 06604 or by email to COB.Jobs@bridgeportct.gov. Please include "Fleet Mechanic – Public Facilities" in the subject line.

Accepting complete submissions until position has been filled.

(Any/all changes to this opening shall be at the discretion of the City of Bridgeport).

This position will require a pre-employment medical examination and controlled substance screening.

Municipal Profile

The City of Bridgeport is in Fairfield County at the mouth of the Pequonnock River on Long Island Sound. It is bordered by the towns of Trumbull to the north, Fairfield to the west, and Stratford to the east. The most populous city in Connecticut, it has an approximate population of 147,000, consisting of 50,367 households, with a population density of 9,226 residents per square mile. Nicknamed the "Park City" for its over 40 public parks, including the Olmsted-designed Seaside Park and Beardsley Park, Bridgeport is a vibrant community, and was recently cited as the 11th most diverse city in the country (with some 85 languages spoken here). *NBC Today* also labeled Bridgeport one of the top 5 booming cities in the nation. The City is also home to numerous attractions, such as the Barnum Museum, Connecticut's Beardsley Zoo, the Hartford Healthcare Amphitheater, the Total Mortgage Arena, and the Soundside Music Festival, all of which bring thousands of visitors to the city each year for a myriad of events. A center of learning, Bridgeport is home to Sacred Heart University's Center for Healthcare Education, the University of Bridgeport, and Fairfield University's Bellarmine Campus, as well as the campus of the Paier College of Art and the Housatonic Community College. The city also hosts two major medical centers which serve the region and are the city's largest employers: Bridgeport Hospital, which is part of the Yale New Haven Health Care System, and Saint Vincent's Medical Center, which is part of Hartford Healthcare.

Governing Structure

The City has a Mayor-City Council form of government. Bridgeport has an elected mayor who serves as the chief executive officer of the municipal government and serves a four-year term. The current mayor is Joseph P. Ganim, who is currently serving his eighth term as mayor. The City Council is the twenty-member legislative body whose two major responsibilities are enacting ordinances necessary to ensure the welfare and good order of the City and adopting the City's annual budget. Councilmembers are elected by the residents of the ten council districts to represent the concerns, needs, and issues of their constituents, and work to improve the City's neighborhoods. All Councilmembers serve a two-year term in office.

GENERAL STATEMENT OF DUTIES AND RESPONSIBILITIES:

The essential functions or duties described below are the primary functions and duties of the position. There may be other types of work that may be performed, and the omission of a particular duty or function does not exclude that duty or function from the position provided the duty or function is similar in work, related to the work or logically assigned to the position.

- Performs skilled diagnostic and repair worked on a variety of light, medium and heavy duty municipal fleet vehicles at the journeyman (M/F) level
- Diagnoses mechanical/electrical failures.
- Determines the optimum method of repair and adjusts vehicle components and systems.
- Repairs, rebuilds and reconditions automotive and various parks, sanitation, roadway and building maintenance equipment.
- Performs preventive maintenance.
- Inspects and road tests vehicles.
- Records labor and parts utilized on department's forms.
- Performs related works as required.

MINIMUM QUALIFICATION REQUIREMENTS:

a. Working knowledge of the modern theories, practices, tools and equipment of the automotive mechanics and heavy equipment trade. Working knowledge of the operation principles and mechanics of internal combustion and diesel engines, automotive power steering, heavy equipment hydraulics, air- conditioning equipment, emissions control systems, automotive electronics and air brakes as well as all types of transmissions. Future requirement of training, knowledge and ASE Job Description-Automotive Mechanic.

b. Ability to operate variety of construction and maintenance equipment; Working knowledge of the occupational hazards and safety precautions of the automotive mechanics trade; Ability to read and interpret electronic diagrams; Ability to understand and follow verbal and written instructions; Ability to utilize welding and metal cutting equipment and procedures; Possession of tools related to the automotive trade as specified by supervisor.

   Possession of valid Connecticut State Commercial Driver's License (CDL), Class B; with applicable endorsements required to operate the various City of Bridgeport vehicles, etc.

c. As to education, training and experience:

   High school diploma or GED, supplemented by technical courses in automobile mechanics and theory. Three years of experience as a Journeyman (M/F) auto mechanic, engaged in the repair of variety of automobile equipment including experience in the repair of heavy-duty construction and maintenance equipment. Whatever possible, equivalent of education will be considered.

   The qualifications and salary level(s) for this position will be based upon successful completion of the following ASE (Auto Service Excellence) requirements; in addition to years of satisfactory municipal experience, and managerial discretion:

   Level 1: 2 ASE Tests in Auto/Lt. Truck and 2 ASE Med/Heavy Truck*

   Level 2: 4 ASE Test in Auto/Lt. Truck and 4 ASE Med/Heavy Truck
   and/or
   Two (2) years satisfactory municipal mechanic experience at managerial discretion, with completion of employee competency evaluation form.

   Level 3: Master ASE Certification in Auto/Lt. Truck and 4 ASE Med/Heavy Truck
   and/or
   Three (3) years satisfactory municipal mechanic experience at managerial discretion, with completion of employee competency evaluation form.

   Level 4: Master ASE Certification in Auto/Lt. Truck and Master ASE in Med/Heavy Truck
   and/or
   Four (4) years satisfactory municipal mechanic experience at managerial discretion, with completion of employee competency evaluation form.

   *All hires are required to have a Class B CDL along with a certification in Med/Heavy truck brakes and a minimum of one additional ASE in Auto/LT or Med/Heavy Duty truck. When hired the Mechanic must have a total of 4 ASE before the end of their 6-month probationary period.

d. Additional requirements applicable to Fleet Mechanics located in the Police Department:

   - a valid motorcycle license and motorcycle repair experience for diagnosis, repairs and test drives;
   - a valid CT gun license for handling police firearms in a safe and proper manner;

- watercraft certificate and marine service knowledge for diagnosis, repairs and test drives;
- experience with emergency equipment installations and repairs for police and/or other public safety vehicles.

PHYSICAL DEMANDS AND WORK ENVIRONMENT:
The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations which do not cause undue hardship may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is frequently required to walk, sit, stand, twist, bend, talk, and hear. Ability to lift and carry objects in excess 75 pounds. Sufficient stamina and good health to perform sometimes strenuous physical labor.

- The employee is occasionally required to use hands to finger, handle, feel or operate objects, tools or controls; and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch or crawl. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

- While performing the duties of this job, the employee occasionally works near moving mechanical parts or in outside weather conditions. Ability to work in poor weather conditions such as cold, heat, rain and snow. The employee is occasionally exposed to wet and/or humid conditions, fumes, toxic or caustic chemicals or airborne particles, risk of electrical shock, and vibration.

This job description is not, nor is to be intended to be, a complete statement of all duties, functions, responsibilities, and qualifications which comprise this position. The above is intended as a general summary only. You should not rely on it as a complete or binding explanation. This summary is subject to the reasonable discretion of city management. This summary does not constitute a contract of employment, express or implied, between the employee and City of Bridgeport. This is an informational guide and is subject to correction of any information which may have been inadvertently misstated.

The City of Bridgeport reserves the right to limit the number of applications accepted so as to allow the City to hold an examination or interviews within its financial, operational, and logistical capacity to do so.

The City of Bridgeport is an Equal Opportunity Employer

For further information and contact:
CIVIL SERVICE COMMISSION
45 LYON TERRACE, ROOM 106
BRIDGEPORT, CONNECTICUT 06604
TELEPHONE: (203) 576-7103

Explore Bridgeport

CITY OF BRIDGEPORT, CONNECTICUT

CIVIL SERVICE COMMISSION

CITY HALL • 45 LYON TERRACE • BRIDGEPORT, CONNECTICUT 06604

Employment Application

Position Applied for		Date	

APPLICANT INFORMATION							
Last Name		First Name		M.I.			
Mailing Address				Apartment/Unit #			
City		State		ZIP			
Phone		E-mail Address					
Commercial Drivers License (CDL) (Yes/No)		CT Drivers License (Yes/No)					
Are you a citizen of the United States?	YES ☐	NO ☐	If no, are you authorized to work in the U.S.?	YES ☐	NO ☐		
Have you ever worked for the City of Bridgeport before?	YES ☐	NO ☐	If so, when?				

EDUCATION								
High School				Address				
From		To		Did you graduate?	YES ☐	NO ☐	Degree	
College				Address				
From		To		Did you graduate?	YES ☐	NO ☐	Degree	
Other				Address				
From		To		Did you graduate?	YES ☐	NO ☐	Degree	

REFERENCES			
Please list three professional references.			
Full Name		Relationship	
Company		Phone	
Address			
Full Name		Relationship	
Company		Phone	
Address			
Full Name		Relationship	
Company		Phone	
Address			

PREVIOUS EMPLOYMENT

Company				Phone	
Address				Supervisor	
Job Title					
Responsibilities					
From		To		Reason for Leaving	
May we contact your previous supervisor for a reference?			YES ☐	NO ☐	

Company				Phone	
Address				Supervisor	
Job Title					
Responsibilities					
From		To		Reason for Leaving	
May we contact your previous supervisor for a reference?			YES ☐	NO ☐	

Company				Phone	
Address				Supervisor	
Job Title					
Responsibilities					
From		To		Reason for Leaving	
May we contact your previous supervisor for a reference?			YES ☐	NO ☐	

DEMOGRAPHICS

The following section is voluntary and will in no way be used to influence your possible selection for any position. For the purposes of Affirmative Action, we are requesting that you fill out the data below. The purpose of collecting this data is statistical and may help this office to determine whether advertising is reaching all segments of the community.

Gender

- ☐ Male
- ☐ Female
- ☐ Non-Binary
- ☐ Prefer not to answer
- ☐ Other: _____

Ethnicity

- ☐ Asian
- ☐ Black/African American
- ☐ Hispanic
- ☐ Native American
- ☐ Pacific Islander
- ☐ White/Caucasian
- ☐ Prefer not to answer
- ☐ Other: _____

How did you hear about us?

- ☐ City of Bridgeport Website
- ☐ Job Board (Indeed.com, etc.)
- ☐ Social Media (Facebook, etc.)
- ☐ City Employee _____
- ☐ Networking Event/Job Fair
- ☐ University/College Career Center
- ☐ Other: _____

DISCLAIMER AND SIGNATURE

Signature		Date	

I certify that all information supplied on this application is accurate and truthful to the best of my knowledge. I understand that any misrepresentation of facts is cause for refusal of employment and/or termination of employment.

I understand that, if I am hired as a seasonal or part-time employee, I am not eligible for any City of Bridgeport sponsored benefits.

In the case of an emailed application, entering your name above will constitute an electronic signature. You may be asked to sign this application in person if you are offered a position with the City of Bridgeport.

It is the policy of the City of Bridgeport to employ, train, compensate, and promote individuals without regard to race, religion, national origin, sex, sexual orientation, age, disability, veteran status, or other characteristics protected by law.