

CIVIL SERVICE ANNOUNCEMENT

APPROVED C.S.C MINUTES 10/28/11 tb

ANNOUNCEMENT NO. 109

AIRPORT CHIEF ENGINEER

(NON-COMP)

Public notice is hereby given by the Civil Service Commission of Cleveland, Ohio of a **Non-Competitive** examination for the above mentioned classification.

SALARY

The prevailing salary range for this position as established by Ordinance of the Council of the City of Cleveland is **\$30,214.95 - \$109,248.99** per Year.

FILING OF APPLICATION

Application must be made on the regular application form available at the Office of the Civil Service Commission, 601 Lakeside Avenue, Room 119. No other form will be accepted. **APPLICATIONS WILL BE AVAILABLE FOR PICK-UP IN THE CIVIL SERVICE OFFICE TO APPLY TO TAKE THE CIVIL SERVICE EXAMINATION – APPLICATIONS WILL BE AVAILABLE FROM 8:30 A.M. ON FRIDAY, NOVEMBER 11, 2011 UNTIL POSITION IS FILLED.**

NOTE: APPLICATIONS WILL BE ON-GOING UNTIL POSITION IS FILLED.

EXAMINATION INFORMATION

TYPE: EXPERIENCE EVALUATION: Applicant's eligibility will be determined based on Education and Experience found in Resume.

NOTE: Each applicant is required to submit a detailed resume of his/her education and experience at the time of filing application.

NOTE: THE CIVIL SERVICE COMMISSION RESERVES THE RIGHT TO REVIEW AND EVALUATE ANY AND ALL INFORMATION CONTAINED IN THE APPLICATION OR RESUME. LACK OF HONESTY WILL RESULT IN IMMEDIATE REMOVAL FROM THE ELIGIBLE LIST.

DUTIES OF THE POSITION

Under administrative direction, assists in planning long and short term construction and maintenance projects. Supervises and participates in developing project plans and specifications. Supervises and participates in inspections of facility and airfield conditions. Interfaces with various governmental agencies to ensure departmental compliance with regulatory requirements. Performs other job-related duties as required. Follows all operations and safety polices and safe work practices. Attends and participates in operations and safety training classes and demonstrates competence (demonstration of competence may be determined by exam.). Wears and properly utilizes safety equipment in accordance with Divisional policy at all times.

MINIMUM QUALIFICATIONS FOR ENTRANCE TO THIS EXAMINATION AS ESTABLISHED BY THE CIVIL SERVICE COMMISSION OF THE CITY OF CLEVELAND ARE AS FOLLOWS:

A High School Diploma or G.E.D. is required. A Bachelor's Degree in Social Science, Urban Planning, or closely related field is required. Three years of full time paid environmental, airport, and/or real estate development experience is required. (Substitution: Two years of experience may substitute for each year of college education lacking.) Education may substitute for experience on a year for year basis.) Employee must be able to use a personal computer with Microsoft Office Suites. A valid State of Ohio Driver's License is required.

NOTE: Applications must be returned in person. All copies of diplomas, licenses, certificates, and resumes must be presented at the time of filing. Applications may not be accepted if copies are not submitted with application at time of filing.

NOTE: Any applicant who resigns or is dismissed from employment with the City of Cleveland will have his/her name removed from the eligible list.

AN EQUAL OPPORTUNITY EMPLOYER