

CITY OF HUBBARD, OHIO CIVIL SERVICE COMMISSION

ORIGINAL APPOINTMENT UTILITIES LINEMAN TRAINEE ANNOUNCEMENT

JULY 13, 2017

Public notice is hereby given by the Civil Service Commission of Hubbard, Ohio of a competitive examination for the position of Utilities Lineman Trainee, Classification 3.

FILING OF APPLICATION

Applications must be made on the regular application form obtainable from the Mayor's Office at the City of Hubbard Administration Building, 220 West Liberty Street, Hubbard, Ohio 44425.

APPLICATIONS MAY BE OBTAINED AND FILED DURING THE PERIOD OF THURSDAY, JULY 13, 2015 AT 8:00 A.M. UNTIL FRIDAY, AUGUST 11, 2017 AT 4:00 P.M.

APPLICATIONS WILL NOT BE ACCEPTED AFTER 4:00 P.M. ON FRIDAY, AUGUST 11, 2017.

MINIMUM QUALIFICATIONS

Applicant shall be a United States Citizen or persons who have legally declared their intentions of becoming US citizens, or possesses a valid permanent resident ID card. (ORC 124.22 & ORC 124.23)

EXAMINATION INFORMATION

DATE: **THURSDAY, AUGUST 17, 2017**

TIME: **6:00 P.M. DOORS OPEN AT 5:30 P.M.**

PLACE: **Hubbard Municipal Building's Senior Center, 220 West Liberty Street, Hubbard, Ohio 44425**
(entrance in rear of building)

TYPE: **Written competitive examination (ORC 124.23)**

NOTES:

1. Applicant will be required to present a valid, government issued photo ID when signing in.
2. Applicant is not permitted to possess during the examination: any electronic device(s) or paper(s).
3. No visitors are permitted at the examination.

POSITION DESCRIPTION

Successful candidate must be able to work with and assist higher class utility men, as on-the-job trainee, in the servicing, repair and maintenance of the City's electrical systems, including, but not limited to: installing, removing and repairing poles, anchors, towers, conductors, and other related equipment. Must be able to perform routine shop work; operate power driven tools; place and maintain barricades; act as safety man when directing traffic around work or when poles are being hauled; load, unload and move poles, line, materials, equipment and tools; work in a safe manner and keep shop and job sites clean and orderly.

PAY GRADE

This is a class 3, Trainee 1 position with a beginning hourly rate of \$13.88 per hour, based on the tier system specified in the Collective Bargaining Agreement between the City of Hubbard and the American Federation of State, County and Municipal Employees Ohio Council 8, AFL-CIO, Local 1256.

BREAKING OF EXAMINATION TIE SCORES

If two or more applicants receive the same mark in an open competitive examination, priority in the time of filing the application with the City of Hubbard shall determine the order in which their names shall be placed on the eligible list, except that applicants eligible for veteran's preference under section 124.23 of the Revised Code shall receive priority in rank on the eligible list over nonveterans on the list with a rating equal to that of the veteran. Ties among veterans shall be decided by priority of filing the application. (ORC 124.26)

SCOPE OF EXAMINATION

The scope of this examination shall be practical in character and shall relate directly to those matters which will fairly test the relative capacity of the person examined to discharge the particular duties of the position for which appointment is sought.

MISCELLANEOUS

1. An applicant appointed to the position of original appointment Utilities Lineman Trainee will be subject to a probationary period in accordance with state and local laws and collective bargaining agreements.
 2. The City of Hubbard, Ohio is an equal opportunity employer.
 3. Other conditions of employment/appointment/promotion must be met if applicable in accordance with Federal, State and Local laws, Civil Service Rules and current collective bargaining agreements.
 4. This posting supersedes any previous posting/announcements or practices for the position of Utilities Lineman Trainee by the City of Hubbard, Ohio Civil Service Commission.
 5. It is the responsibility of the applicant to keep on file with the City of Hubbard, Ohio Civil Service Commission a current address and phone number where the applicant can be contacted.
 6. Veterans receive 20% bonus points. Proper documentation must be presented.
 7. Additional bonus points will be administered as follows:
 - a) 10 points – successful completion of an electrical trade or lineman vocational program
 - b) 05 points – flagger training and valid certification
 - c) 05 points – valid commercial driver's license class a or class b
 - d) 10 points – electrical union trade ticket for journeyman lineman, apprentice lineman, groundman, or equipment operator
- * Proper documentation must be presented.

City Use ONLY: Date received: _____ Time Received: _____ Rec'd by initials: _____

City of Hubbard, Ohio
Employment Application

Position applied for: _____

Name: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____

Home phone: _____ Cell phone: _____ Other phone: _____

Driver's License Number: _____ Issue State: _____

Are you a U.S. Citizen or permanent resident alien? Yes _____ No _____

Is there any medical/physical condition that limits your ability to perform work in the position for which you are applying? If yes, explain. (Discrimination on the basis of a handicap, which does not create an occupational hazard nor prevent substantial job performance is prohibited by law) Yes _____ No _____

EDUCATION

High School name and address: _____

Highest grade completed? _____ Graduated? _____ Subjects studied? _____

College name and address: _____

Number of credit hours completed? _____ Subjects studied? _____

Graduate, Trade or Business School name and address: _____

Degrees / Certificates attained? _____

MILITARY

Branch of Service: _____ Military Specialty: _____

Years/Months/Days of Active Duty Service: _____

Highest rank achieved: _____ Military Schools Attended: _____

EMPLOYMENT HISTORY (MOST RECENT FIRST)

Employer: _____

Address: _____

Position held: _____ Last salary: _____ Reason for leaving: _____

Employer: _____

Address: _____

Position held: _____ Last salary: _____ Reason for leaving: _____

Employer: _____

Address: _____

Position held: _____ Last salary: _____ Reason for leaving: _____

PROFESSIONAL & CHARACTER REFERENCES

Name: _____ Address: _____ Phone: _____

Name: _____ Address: _____ Phone: _____

Name: _____ Address: _____ Phone: _____

SPECIAL SKILLS

List any skills or qualifications you feel you have to qualify you for this position:

I hereby certify that the above is true and complete and understand that, if employed, falsified statements on this application may be grounds for immediate dismissal and/or prosecution. The companies, schools and persons named above may give information regarding me and my history and I hereby release all entities from liability for providing such information.

Signature: _____ Date: _____

The City of Hubbard, Ohio is an equal opportunity employer