

CITY OF HUBBARD, OHIO CIVIL SERVICE COMMISSION

**ORIGINAL APPOINTMENT UTILITIES LINEMAN TRAINEE ANNOUNCEMENT**

JUNE 14, 2021

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 W. Liberty St, Hubbard, OH 44425.

**APPLICATIONS MAY BE OBTAINED AND FILED DURING THE PERIOD OF MONDAY, JUNE 14, 2021 AT 8AM UNTIL FRIDAY, JUNE 25, 2021 AT 4PM.**

**APPLICATIONS WILL NOT BE ACCEPTED AFTER 4:00PM ON FRIDAY, JUNE 25, 2021.**

**MINIMUM QUALIFICATIONS**

Applicants 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: **WEDNESDAY, JUNE 30, 2021**

TIME: **6:00PM - DOORS OPEN AT 5:30PM**

PLACE: **Hubbard Municipal Building's Senior Center, 220 W. Liberty St., Hubbard, OH 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 a 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 \$15.33 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 (2) 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% – successful completion of an electrical trade or lineman vocational program
  - b) 10% – electrical union trade ticket or journeyman lineman, apprentice lineman, groundman, or equipment operator.
  - c) 05% – flagger training and valid certification
  - d) 05% – valid commercial driver's license Class A or Class B

\*Proper documentation must be presented.

Documentation required for receiving additional percentage points shall be submitted to the City of Hubbard Civil Service Commission prior to the examination. Additional points may not exceed 20% of the applicant's passing score.

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 \_\_\_\_\_

***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:

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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: \_\_\_\_\_