



COMHAIRLE CATHRACH CHORCAI
CORK CITY COUNCIL

FOR OFFICE USE ONLY	
Applicant No.	
Q/NQ	
NQ on:	
Competition ID:	000783

Application for the post of:

EXECUTIVE TECHNICIAN
WATER AND WASTE WATER NETWORKS AND TREATMENT SYSTEMS

Please return the original application form signed with an original signature together with **3 extra copies (Total: 4 copies)** to the Personnel Officer, Personnel Department, Cork City Council, City Hall, Cork, to arrive **not later than 5.00pm on Friday 29th August 2008.**

NOTE: ELECTRONIC VERSIONS OF THE APPLICATION FORM ARE NOT ACCEPTABLE.
Only an original form duly signed by the applicant will be accepted.

An application form lost or delayed in the post will not be considered unless official evidence of posting can be produced.

Do not enclose any documents with this form unless requested.

Surname: _____	Forename(s): _____
Postal Address: _____ _____ _____ _____	Telephone No.: Home: _____ Business No: _____ *Contact No: _____ e-mail address (home only): _____ <small>*it is imperative that this No. can be used to contact you if you change address and/or employment.</small>



Current Grade/Position Held:	Employer:

Give names and addresses of two persons, not related to you, who can give a reference as to your character.

- (1) _____
- (2) _____

General Education:

Dates From - To	Name of Secondary School	Examinations Taken (Give Subjects)	Results

ACADEMIC, PROFESSIONAL OR TECHNICAL QUALIFICATIONS:

Degree & Grade (Level in National Framework Of Qualifications)	College	Awarding Institution	Final Year Examination Subjects	Dates: From/To	Date Awarded

TRAINING COURSES UNDERTAKEN:

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MEMBERSHIP OF PROFESSIONAL INSTITUTIONS:

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EMPLOYMENT EXPERIENCE:

Please state, in order from present day to first, positions held since leaving school. It is important to give full details.

Additional particulars may be furnished on a separate sheet if the space below is insufficient.

Employer Name & Address	Nature of Business	Dates: From - To	Grade/Position Held	Reasons for Leaving
Description of Main Duties & Responsibilities:				

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Employer Name & Address	Nature of Business	Dates: From - To	Grade/Position Held	Reasons for Leaving
Description of Main Duties & Responsibilities:				

EMPLOYMENT EXPERIENCE (contd):

Employer Name & Address	Nature of Business	Dates: From - To	Grade/Position Held	Reasons for Leaving
Description of Main Duties & Responsibilities:				

Have you any objections to the City Council contacting your present and/or previous employers? _____

If successful, when could you take up duty:

Any additional information you wish to give in support of your application:

Do you hold a full current Driving Licence?

If so please specify Classes:

Brief list of leisure interests:

APPLICANTS MAY BE SHORTLISTED ON THE BASIS OF THE INFORMATION SUPPLIED ON THE APPLICATION FORM

I certify that the information furnished in this application form is correct and I hereby authorise Cork City Council to seek any additional information they may require in connection with my application for the post.

Signature: _____ Date: _____

COMHAIRLE CATHRACH CHORCAI/CORK CITY COUNCIL

EXECUTIVE TECHNICIAN

QUALIFICATIONS

1. CHARACTER

Candidates shall be of good character.

2. HEALTH

Candidates shall be in a state of health such as would indicate a reasonable prospect of ability to render regular and efficient service.

3. TRAINING, EXPERIENCE, ETC.

Candidates must, on the latest date for the receipt of complicated application forms:

- (a) have satisfactory experience, in a technician post at Grade II or higher level or in an analogous post under a local authority or health board in the State,
- (b) have at least five years satisfactory relevant experience in a technician post at Grade II or higher level or an analogous post,
- (c) have a wide knowledge of all the technical aspects of local authority work and also a deeper knowledge of at least one relevant section of the work,
- (d) have adequate training and experience relating to dealing with other departments within their own organisations and with other bodies, and
- (e) have adequate experience in the supervision and control of staff.

POST OF EXECUTIVE TECHNICIAN WATER AND WASTE WATER NETWORKS AND TREATMENT SYSTEMS

PARTICULARS OF POST

1. The post is whole-time, permanent and pensionable. Persons who become pensionable officers of a local authority who are liable to pay the Class A rate of PRSI contribution will be required in respect of their superannuation to contribute to the local authority at the rate of 1.5% of their pensionable remuneration plus 3.5% of net pensionable remuneration (i.e. pensionable remuneration less twice the annual rate of social insurance old age contributory pension payable at the maximum rate to a person with no adult dependant or qualified children).

Persons who become pensionable officers of a local authority who are liable to pay the Class D rate of PRSI contribution will be required in respect of their superannuation to contribute to the local authority at the rate of 5% of their pensionable remuneration.

All persons who become pensionable officers of a local authority will be required in respect of the Local Government (Spouses and Childrens Contributory Pension) Scheme to contribute to the local authority at the rate of 1.5% of their pensionable remuneration in accordance with the terms of the Scheme.

2. **SALARY**

€1,800 - €2,894 - €4,014 - €5,128 - €6,247 - €7,360 (max) - €8,969 (following 3 years service on maximum) - €10,574 (following 6 years service on maximum).

The salary shall be fully inclusive and shall be as determined from time to time. The holder of the post shall pay to the local authority any fees or other monies (other than his/her inclusive salary) payable to or received by him/her by virtue of his/her post or in respect of services which he/she is required by or under any enactment to perform.

3. **DUTIES**

The duties of the post are to give to the local authority and

- (a) such other local authorities or bodies for which the Manager, for the purposes of the City and County Management Acts, is Manager, and
- (b) to any other local authority or body with which an agreement has been made by the local authority or by any of the authorities or bodies mentioned in sub-paragraph (a) of this paragraph,

under the direction and supervision of the appropriate supervisor, such civil engineering, water and waste water services, and other technical services of an advisory, supervisory or executive nature as may be required by any local authority or body hereinbefore mentioned in the exercise and performance of any of its powers, functions and duties including the duty of assisting the appropriate officer in the supervision of such services of any of the foregoing local authorities or bodies and, when required to do so, to perform the duty of acting for a Technician of higher rank during the absence of such person of higher rank. Holders of the post may be assigned to work in all appropriate areas in the course of their employment.

Specific Water Related Duties as Follows:

- Investigation of water related consumer complaints including complaints of pressure, flow and water quality.
- Carry out water related surveys as directed.
- Carry out leak detection field work on the city's water main network.
- Operate and deploy leak detection equipment including correlator, electronic sounding sticks, acoustic loggers, data loggers etc.
- Attend training on the theory and practice of leak detection.
- Inspections of the water supply to new estates.
- Investigations and reports in response to non-domestic metering queries.
- Surveys of water supplies to private domestic and commercial properties.
- Management of water leakage on private supplies.
- Routine complaints investigation.
- GIS mapping of the water network.
- Liaison with the City Council's operation staff.
- Any other water related work as directed by the engineer.

4. When required to do so, holders of the post shall hold a full driving licence for Class B vehicles and, shall drive a motor car in the course of their duties and for this purpose provide and maintain a car to the satisfaction of the local authority.

5. **RESIDENCE**

Holders of the post shall reside in the district in which their duties are to be performed or within a reasonable distance thereof.

6. **RECRUITMENT**

Applicants may be shortlisted based on the information supplied on the application form.

Pursuant to article 8 of the Local Government (Appointment of Officers) Regulations, 1974, the Minister has given directions as follows -

- (i) The appointment shall be advertised in such a manner as to clearly indicate that the local authority is an equal opportunities employer.
- (ii) Selection shall be by means of a competition based on an interview conducted by or on behalf of the local authority.
- (iii) A panel may be formed on the basis of such interview. Candidates whose names are on a panel and who satisfy the local authority that they possess the qualifications declared for the post and that they are otherwise suitable for appointment may within the life of the panel be appointed as appropriate vacancies arise.

7. **PERIOD OF ACCEPTANCE**

The local authority shall require the person to whom appointments are offered to take up such appointments within a period of not more than one month and if he/she fails to take up the appointment within such period or such longer period as the local authority in its absolute discretion may determine, the local authority shall not appoint him/her.

8. **HEALTH**

For the purpose of satisfying the requirement as to health it will be necessary for successful candidates, before they are appointed, to undergo at their expense a medical examination by a qualified medical practitioner to be nominated by the local authority. On taking up appointment the expense of the medical examination will be refunded to candidates.

9. **PROBATION**

Where persons who are not already permanent officers of a local authority are appointed, the following provisions shall apply:

- (a) there shall be a period after such appointments take effect during which such persons shall hold the post on probation;
- (b) such period shall be one year but the Manager may at his/her discretion extend such period;
- (c) such persons shall cease to hold the post at the end of the period of probation unless during such period the Manager has certified that the service of such persons is satisfactory.

10. **RETIREMENT**

Persons in employment in the public service, prior to 1st April, 2004, will on reaching the age of 65 years, cease to hold the post.

For new entrants to the public service, appointed on or after 1st April, 2004, 65 years will be the minimum age at which pension may be paid. New entrants will not be required to retire on grounds of age.