

GEOLOGIST

SALARY RANGE:

\$3,765.68 to 5,673.68 Biweekly
\$8,187.00 to \$12,335.00 Monthly

Accepting online applications only. Apply online 24 hours a day, beginning October 7, 2016 through 4:30 p.m., October 21, 2016.

REQUIREMENTS TO FILE:

- A bachelor's degree from an accredited college or university with a degree in Geology or Petroleum Engineering (proof required)*.
- Current registration as a Professional Geologist in the State of California (proof required)*.
- Five (5) years (paid, full-time equivalent) experience of recent experience in petroleum geology **and/or oil production field work**. A Master's Degree in Geology may be substituted for one year of the required experience (proof required)*.

A valid driver's license will be required by the hiring department.

Proof of required documents must be uploaded to the application at the time of filing. Candidates who possess degrees from colleges or universities from outside of the United States must attach proof of educational equivalency at the time of filing.

DESIRABLE QUALIFICATIONS: Experience with subsidence monitoring via GPS real time network; and familiarity with Autocad Civil3D.

EXAMPLES OF DUTIES: Under direction, performs increasingly complex and responsible petroleum geological work pertaining to oil field development, oil and gas production, enhanced

recovery methods, and subsidence control; plans, develops and conducts preliminary and final geologic studies and submits recommendations; determines the sequence, structure and relationship of geological formation as they affect oil field development, oil and gas production, enhanced recovery methods, and subsidence control operations; evaluates geologic data, reports and professional papers; prepares, maintains, and interprets geologic profiles, cross sections, maps, charts, and graphs; correlates electric logs and cores; keeps records and prepares reports; may supervise, coordinate, plan, assign, train, direct, and evaluate subordinate personnel; performs other related duties as required.

SELECTION PROCEDURE:

Application Packet.....Qualifying

This is a continuous examination. All applicants meeting the requirements to file will be placed on the eligible list, with those receiving Veteran's credit first, and then in the order in which applications were filed.

If you have not received notification by October 28, 2016, contact the Civil Service Department at (562) 570-6202.

This information is available in an alternative format by request at (562) 570-6202.

In support of the City's Language Access Policy, bilingual skills (Spanish, Khmer and/or Tagalog) are desirable for some positions interacting with the public.

PERSONNEL ANALYST

SALARY RANGE:

\$2,200.24 to \$3,484.24 Biweekly

\$4,784.00 to \$7,575.00 Monthly

Now accepting online applications only. Apply online 24 hours a day October 14, 2016 through 4:30 p.m., October 28, 2016.

REQUIREMENTS TO FILE:

- A Bachelor's degree from an accredited college or university (proof required).
Current City of Long Beach employees may substitute a combination of education, paid full-time professional experience at the level of an Assistant Administrative Analyst offering specific and substantial preparation for the duties of the position for the required education on a year-for-year basis.

AND

- Two or more years of paid full time equivalent professional personnel or administrative public sector experience in the following areas: recruitment, test development and validation, job analysis, classification and compensation, salary administration, Americans with Disabilities Act (ADA), equal employment opportunity, employee training and development, labor relations, benefit administration, and general human resources administration. A Master's Degree in Public Administration, Business Administration, Industrial Relations, or a closely related field may be substituted for one year of the required experience (proof required).*

A valid driver's license may be required by the hiring department.

*Proof of required documents must be uploaded to the application at the time of filing. Candidates who possess degrees from colleges or universities from outside the United States must attach proof of educational equivalency at the time of filing.

DESIRABLE QUALIFICATIONS: Experience in labor relations, applicant tracking systems, and public safety promotional examinations. Professional in Human Resources (PHR) certificate, International Public Management Association for Human Resources (IPMA-HR) Senior Certified Professional or Certified Professional certificate, or similar certificate.

EXAMPLES OF DUTIES: Under direction, performs a wide variety of increasingly difficult and responsible duties in support of various aspects of personnel and human resources administration; interprets the Civil Service Rules and Regulations, Salary Resolution, Personnel Ordinance, Personnel Policy and Procedures, Memorandum of Understanding, Equal Employment Opportunity Plan, and relevant sections of the Administrative Rules and Regulations, City Charter, Municipal Code, Meyers-Millias-Brown Act, Public Employer Retirement Law, Employer-Employee Relations Resolution, and Public Employment Relations Board PERB rulings; develops and implements new or revised programs, systems, procedures, and methods of operation; conducts special studies, audits,

and projects; develops recommendations for resolution of inquiries and complaints to the internal organization, external agencies, and customers; conducts negotiation or meet and confer meetings with unions representing employees; researches, compiles and evaluates job analysis information and test validation data; develops employment selection examinations; performs analysis for validation studies, and modifies tests based on analysis; coordinates, schedules and administers a variety of written, performance, and verbal employment examinations; prepares classification specifications; performs classification audits, studies and analyses and makes recommendations; conducts or oversees investigations; develops and coordinates outreach recruitment resources and activities; develops, coordinates and conducts training and development programs; makes oral presentations; and performs other related duties as required.

EXAMINATION WEIGHTS:

Application Packet.....	Qualifying
Writing Exercise.....	50%
Appraisal Interview.....	50%

Screening of candidates will be conducted on the basis of applications packets submitted. Only those candidates showing the strongest backgrounds in a comparative analysis will be invited to participate in the examination process.

This is a continuous examination. A minimum rating of 70 must be attained in each part of the examination in order to pass. Certification by score bands will be considered based on analysis of test scores. Based upon the number of applications received, the selection procedure may be changed. In the event a revision is necessary, all affected persons will be notified.

If you do not receive notification by November 4, 2016, please contact the Civil Service Department at (562) 570-6202.

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10/5/2016

SUPERVISOR – WASTE OPERATIONS

SALARY RANGE:

\$2,200.24 to \$2,990.72 Biweekly

\$4,784.00 to \$6, 502.00 Monthly

Accepting online applications only. Apply online 24 hours a day, beginning on October 7, 2016 through 4:30 p.m., October 21, 2016.

PROMOTIONAL OPPORTUNITY: This is a promotional job opportunity as defined in the Civil Service Rules and Regulations (Sections 4(19)(b) and 7). This job opportunity is limited to current, permanent, classified City of Long Beach employees. Qualifying time, as noted in the requirements to file, must be obtained in the classified service with the City of Long Beach. Unclassified employees, including non-career employees, are not eligible for this job opportunity. In accordance with Article III, Section 14 of the Civil Service Rules and Regulations, Seniority Credit will be added to the final total scores of those who successfully qualify in all phases of the examination. For examination purposes, seniority credit will be based upon whole months of classified service completed as of the last day of filing.

REQUIREMENTS TO FILE: Applicants must meet the following minimum requirements by close of filing, October 21, 2016:

Two years of seniority in any of the following classifications with the City of Long Beach: **Building Services Supervisor, General Maintenance Supervisor, Park Maintenance Supervisor, Parking Control Supervisor, Refuse Field Investigator, Refuse Supervisor, Street Landscaping Supervisor, Street Maintenance Supervisor** or any combination of these classifications.

Knowledge of City rubbish collection equipment, practices, procedures, standards and records.

Willingness to work nights, weekends, holidays and emergency standby, as required.

A current DMV driving record and current Medical Examiner's Certificate, ~~is required at the time of appointment and~~ must be submitted to the hiring department at time of selection interview.

A valid Class B driver's license must be attained prior to passing probation.

EXAMPLES OF DUTIES: Under direction, assists in the planning, coordination, and direction of activities and personnel involved in City-wide rubbish collection; plans, schedules, and assigns trash collection routes for all rubbish collection districts in the City; maintains records regarding costs and billing rates for rubbish collection and disposal operations; selects, trains, assigns, and supervises subordinates; investigates and resolves more difficult complaints regarding rubbish collection; surveys all rubbish collection districts for service level, collection costs, and standards of public health and sanitation, as affected by the frequency of rubbish collection; evaluates work performed regarding community standards of service and appearance and proposes revised procedures; enforces Municipal Code sections regarding sanitation and rubbish collection; assists in the preparation and monitoring of division budget; maintains records and prepares reports; acts in the absence of the Superintendent of Refuse Collection; and performs other related duties as required.

EXAMINATION WEIGHTS:

Application Packet	Qualifying
Appraisal Interview	100%

Based on the number of applications accepted, the selection procedure may be changed. In the event a revision is necessary, the affected persons will be notified.

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