

CIVIL ENGINEER

SALARY RANGE:

\$3,217.04 to \$4,378.32 Biweekly

\$6,994.00 to \$9,519.00 Monthly

Accepting online applications only. Apply online 24 hours a day, beginning at 7:30 a.m., September 9, 2016. Filing will remain open until vacancies are filled. Filing may close without further notice.

REQUIREMENTS TO FILE: Candidates must meet the following requirements:

Registration as a Professional Civil Engineer in the State of California* (proof required).

- Ability to communicate effectively, both verbally and in writing.
- Ability to work occasional evenings, weekends and holidays as needed;

A valid driver's license and current DMV driving record must be submitted to the hiring department at the time of selection interview.

*Required documents must be uploaded to the online application or included with a paper application at time of filing.

DESIRABLE QUALIFICATIONS: Experience in any of the following areas: public agency, supervisory, airport, rail, traffic, land and building development, port/maritime, program/project management experience in construction management, planning, or design, environmental remediation/planning, sustainable infrastructure development (LEED, Envision, ENV-SP, CEEQUAL, GreenRoads), and/or water/wastewater engineering and development; working knowledge of Autodesk/Microstation, Inroads, WaterGem, SewerGem and GIS software (ESRI); scheduling software (Microsoft Project, Primavera); Water Distribution and Water Treatment Operator certifications from the State Water Resources Control Board; Collection System Maintenance Technologist Certification from the California Water Environment Association; Plans Examiner certification from the International Code Council (ICC), Certified Access Specialist (CASP) and/or Leadership in Energy and Environmental Design (LEED) and other engineering and project management software or certifications related to any of the areas stated above. Ability to operate independently in

developing preliminary and final designs for projects at little or no degree of difficulty.

EXAMPLES OF DUTIES: Under direction, performs responsible professional civil engineering work in preparing, reviewing, and/or supervising the preparation of studies, designs, plans, specifications, estimates and reports relating to the design, construction, testing, operation and maintenance of a wide variety of municipal and harbor engineering or building projects; receives assignments in general terms which outline the type and general characteristics of the projects; decides on the procedure and performs or reviews preliminary and final design work relating to civil engineering projects or building projects including structural design for code compliance, assigning to subordinate engineers the development of plans, specifications, designs, and detailed drawings of the various components of the projects; performs and/or directs field engineering activities in connection with the construction, maintenance and operation of a wide variety of engineering projects; communicates findings and recommendations both orally and in writing to both professional and lay persons; may utilize computer-aided drafting and design equipment; may act as a project manager including procurement, negotiating, budgeting, scheduling, interfacing with regulatory agencies and other stakeholders, and monitoring and evaluating the work of consultants performing engineering work for the City; may administer construction and consultant contracts, including analyzing and negotiating contract changes, evaluating claims and reviewing and processing progress payments; and performs other related duties as required.

EXAMINATION WEIGHTS:

Application Packet.....Qualifying

This examination will be conducted using the continuous, non-competitive procedure. 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. Eligible lists will be established periodically.

If you have not received notification shortly after filing, contact the Civil Service Department at (562) 570-6202.

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

K11NN-17

SG 9/9/16

COMBINATION BUILDING INSPECTOR AIDE

SALARY RANGE:

Grades I – II: \$1,460.16 to \$2,173.36 Biweekly
\$3,175 to \$4,725.00 Monthly

Now accepting online applications only. Apply online 24 hours a day, beginning at September 16, 2016 through 4:30 p.m., September 23, 2016.

Vacancies may be in the Development Services and/or Fire Departments.

REQUIREMENTS TO FILE: Candidates must meet either A, B or C.

A. Completion of nine (9) or more college semester units or their equivalent* in Building Inspection Technology, Engineering or Architecture, Code Enforcement, Fire Science Technology, Biology, Environmental Health, or related field (proof required**).

A current International Code Council (ICC) may be substituted for three (3) college semester units per certificate (proof required).

OR

B. One year of (full-time equivalent) experience making inspections to insure compliance with and/or primary responsibility for issuing permits in compliance with various codes and regulations pertaining to building construction, zoning, business licenses, fire prevention, housing codes, housing rehabilitation, property maintenance, and other nuisance issues.

OR

C. One year of paid (full-time equivalent) experience in carpentry or plumbing or electrical or mechanical work under the immediate supervision of a journeyman.

AND

Ability to:

- Communicate effectively both orally and in writing with employees, the public, and members of various organizations and outside agencies.
- Work effectively with others through the use of good interpersonal/people skills.
- Perform routine arithmetic calculations.
- Work occasionally work evenings, weekends and holidays.

Proficiency with personal computers, including knowledge of computer applications such as Microsoft Office or other related software.

A valid driver's license and DMV driving record will be required by the hiring department.

****Proof of required documents must be uploaded to the online application at 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: Bilingual skill in English/Spanish or English/Southeast Asian languages; California Residential Building Inspector certification through ICC, ICC Fire Inspector I or a CSFM certification.

EXAMPLES OF DUTIES: Under supervision, conducts inspections and investigations of single and multi-family dwellings and minor commercial and industrial buildings to ensure compliance with State and Municipal code requirements pertaining to building construction, property maintenance, etc.; reviews plans of routine building, plumbing, electrical and mechanical facilities for compliance with code regulations; initiates construction or installation changes to meet code requirements; issues citations and notices of violation and works with residents, property and business owners to correct violations; researches case histories, property ownership records, and other records and conducts surveys to gather data; enters inspection data and uploads pictures into the INFOR/Hansen Land Management System; obtains evidence and compiles data for legal proceedings involving code violations; explains, interprets, and makes presentations of ordinances, codes, laws, rules and regulations to residents, property owners, businesses and the general public; makes referrals to appropriate City departments; and performs other related duties as required.

SELECTION PROCEDURE: Screening of candidates will be conducted on the basis of applications and supplemental applications submitted. Only those candidates showing the strongest backgrounds on the basis of a comparative analysis will be invited to the appraisal interview. A minimum rating of 70 must be attained in the examination. Certification by score bands will be considered based on an analysis of test results.

EXAMINATION WEIGHTS

Application PacketQualifying
Appraisal Interview.....100%

Please note that the Appraisal Interview might take place using Montage Online Video Interviewing Process.

The Appraisal exam is tentatively scheduled for the week of October 24, 2016. If you have not received notification of the status of your application by October 14, 2016, please contact the Civil Service Department at (562) 570-6202.

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

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

JOB H69AN-16 SG

9/7/2016

ENGINEERING AIDE

SALARY RANGE:

Grade I - III: \$1,240.96 - \$2,152.56 Biweekly
\$ 2,698.00 - \$4,680.00 Monthly

Now Accepting online applications only. Apply online 24 hours a day beginning September 16, 2016 through 4:30 p.m., September 23, 2016.

REQUIREMENTS TO FILE: Applicants must meet either A, B or C:

A. Six months of recent, paid (full-time equivalent) experience in an engineering environment.

OR

B. Completion of nine (9) semester units of engineering related college coursework such as algebra, geometry or basic drafting from an accredited college or university (**proof required**)*

OR

C. Any combination of work experience and education (**proof required**)* totaling six months.

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

AND

Ability and willingness to:

- Perform filing, indexing, and file maintenance;
- Perform problem-solving mathematical computations;
- Utilize a personal computer and applications such as Microsoft Word and Excel;
- Work overtime and weekends as necessary.

Knowledge of basic engineering terminology.

A valid driver's license may be required at time of appointment.

DESIRABLE QUALIFICATIONS: Familiarity with CAD, and/or GIS; completion of coursework in trigonometry and surveying.

EXAMPLES OF DUTIES: Under supervision, performs a variety of routine engineering-related duties in the field and/or office; assists engineering technicians, engineers, and inspectors as required; indexes, files, catalogs and maintains engineering maps, drawings, blueprints, plans and reports; uses basic engineering tools and equipment; uses common engineering terminology; lays out, draws, and traces simple maps, plans, sketches, charts, and exhibits; shades, colors, and maintains charts, maps and plans; uses Geographic Information Systems (GIS); prepares reports and memoranda; uses various filing systems for both retrieval and storage of information; performs minor project research, including property lines, ownership, and substructures; prepares simple cross section and profile work sheets; makes preliminary mark sheets for street, sewer, storm drain, gas and water plans; makes minor engineering calculations; performs basic field studies and inventories; performs cost estimate calculations, statistical tabulations and analysis; provides efficient and tactful service to the public; may perform field surveys; may coordinate the purchasing of office supplies, engineering tools, and equipment; may maintain and track leak survey information for D.O.T. reports and audits; may assist in field surveys; and performs other related duties as required.

EXAMINATION WEIGHTS:

Written Examination.....100%
(Scope of Exam: Basic engineering terminology, computer applications, filing and record keeping, algebra, geometry, drafting, reading and interpreting drawings.)

A minimum rating of 70 must be attained in order to pass the examination. Certification by score bands will be considered based on an analysis of test results.

If you have not received notification of the status of your application by September 30, 2016, contact the Civil Service Department at (562) 570-6202.

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

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FINAL DRAFT

PETROLEUM OPERATIONS COORDINATOR

SALARY RANGE:

Grades I – II \$3,395.28 to \$4,967.04 Biweekly
\$7,382.00 to \$10,799.00 Monthly

Now accepting online applications only. Apply online 24 hours a day, August 30, 2016 through September 30, 2016.

REQUIREMENTS TO FILE: Applicants must meet either requirement **A** or **B** below:

- A.** Ten years of increasingly responsible experience in reservoir and/or petroleum drilling, production and surface facilities operations.

OR

- B.** Bachelor's degree in petroleum engineering, natural science or a closely related field from an accredited college or university (**proof required**)*, and five years of experience in reservoir and/or petroleum drilling, production and facilities operations

***Required documents must be uploaded to the online application at 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.**

AND

- Proficient in the use of personal computers and software applications including, Microsoft Office (e.g. Excel and Word), and other business and technical software pertaining to petroleum engineering.
- Willingness to work an irregular schedule including nights, weekends, overtime and holidays.
- A valid driver's license will be required at time of appointment.

DESIRABLE QUALIFICATIONS: Wilmington Oil Field experience.

EXAMPLES OF DUTIES: Under direction, coordinates, inspects and reports on all oil drilling production operations, reservoir evaluations, contractual obligations, budgets, and facilities work conducted by the City, its contractor or other operators in Long Beach; conducts environmental and safety inspections of oil leases and prepares reports on these inspections; coordinates oil spill clean-up operations with oil field partners; gathers, analyzes and prepares operating data and estimates for production operations and engineering evaluation; assists with field development planning; identifies well perforation intervals; conducts special reservoir studies and makes use as required of decline curve analysis, material balance and reservoir simulation studies; serves on various committees with contractors to address oil field related issues; performs other related duties as required.

EXAMINATION WEIGHTS:

Applicant Packet.....Qualifying

This examination will be conducted using the continuous, non-competitive procedure. 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 of the status of your application by October 7, 2016, contact the Civil Service Department at (562) 570-6202.

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

J.O.B. KA5AN-16 DWM
Petroleum Oprs. Coord.

9/7/16

REFUSE OPERATOR

SALARY RANGE:

\$1,360.88 to \$2,154.96 Biweekly

\$2,959.00 to \$4,685.00 Monthly

Apply online 24 hours a day, beginning at 7:30 a.m., September 9, 2016 through 4:30 p.m., September 23, 2016.

REQUIREMENTS TO FILE:

- Twelve (12) months (paid, full-time equivalent) experience operating large trucks, preferably solid waste trucks, in excess of 26,000 pounds gross weight.
- A valid California Class "A" or "B" driver's license without restrictions that would limit the operation of a commercial vehicle weighing in excess of 26,000 pounds with air brakes.
- A current California DMV driving record ***(proof required)**.
- Ability to:
 - Read, write, comprehend instructions, and interpret street maps.
 - Repeatedly climb in and out of a truck, regularly lift and carry up to 60 pounds, and perform strenuous manual labor; safely maneuver a refuse vehicle through narrow alleys and streets.
 - Drive and safely operate equipment in all weather or under all conditions.
 - Maintain cooperative working relationships with co-workers and customers.
- Knowledge of:
 - Mechanical operations and safety functions of all equipment including driving, backing, loading, compacting, lifting, and use of other vehicle functions.
 - Material collected and disposed of through the solid waste collection system as well as materials that are not to be collected.
 - All traffic laws, safety functions and vehicle maintenance.
- Willingness to work various hours, shifts, weekends, holidays, overtime, or during emergencies as required.

Candidates who are contacted for a selection interview will be required to provide proof of a current California DMV driving record. Candidates who have a record of serious or frequent violations may not be considered for selection at the discretion of the hiring department.

***Required documents must be uploaded to the online application at time of filing.**

EXAMPLES OF DUTIES: Under general supervision, empties refuse containers; lifts, carries, and removes large or bulky items; operates a refuse collection truck and/or performs as a helper on a truck as assigned; cleans truck cab, truck beds, and rear of blade; performs electronic and or paper pre/post trips; sets compaction blade to ensure capacity loading; prevents littering of streets; dumps loads at disposal sites according to assigned schedules; observes prescribed weighing and dumping procedures; practices safe lifting methods and may instruct others; observes and enforces safety regulations; washes and cleans truck and truck beds; checks vehicle with pre-trip and post-trip inspection and reports mechanical defects electronically or in writing; refers customer complaints to supervisor; tags containers not in compliance with City codes; reports unsatisfactory conditions of refuse containers; prepares written reports as required; may be assigned to special events, collections, or details; and performs other related duties as required.

SELECTION PROCEDURE: Screening of applications will be conducted on the basis of application packets. Only those candidates showing the strongest backgrounds on the basis of a comparative analysis will be invited to the performance examination.

EXAMINATION WEIGHTS:

Application Packet.....Qualifying
Performance Exam.....100%
(Proof of a valid California Class "A" or "B" driver's license without restrictions will be required to participate in the performance examination.)

A minimum rating of 70 must be attained on the performance examination in order to be placed on the eligible list.

The Performance exam is tentatively scheduled for the week of October 24, 2016. If you have not received notification by December 1, 2015, October 14, 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.

J.O.B. JA2AN-17

SG

9/7/16

TREE TRIMMER

SALARY RANGE:

\$1,429.84 to \$2,103.60 Biweekly

\$3,109.00 to \$4,573.00 Monthly

Accepting online applications only. Apply online 24 hours a day, beginning August 30, 2016 through 4:30 p.m., September 16, 2016.

REQUIREMENTS TO FILE: ~~One~~ year

Two years of recent professional (**full-time equivalent**) experience in the trimming and shaping of tall trees requiring the use of chain saws, ropes, slings, aerial towers and gear other than ladders. Successful completion of an approved school training program in arboriculture or tree maintenance may be substituted for six months of the required experience (proof required).*

Valid **Class B** driver's license and a current DMV driving record must be submitted to the hiring department at time of selection interview.

Willingness to serve on 24-hour call for emergency service and to work holidays and weekends when necessary. (The City's Tree Trimmers are required to work some holidays and weekends regularly).

***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: Certified Arborist or tree worker certification.

EXAMPLES OF DUTIES: Under general supervision, climbs trees, trims tall trees and removes excess, dead or diseased limbs or branches; utilizes power saws and hand tools; plants, prunes and removes trees; performs

minor tree surgery work such as treating cut surfaces; observes safety rules and regulations; drives 2-axle or 3-axle vehicle; drives a 16 yard capacity trash truck for the disposal of limbs and/or branches; supervises work of subordinates; performs other related duties as required.

SELECTION PROCESS: Screening of candidates will be conducted on the basis of application packets submitted. Only those candidates showing the strongest backgrounds on the basis of a comparative analysis will be invited to the Performance Examination.

EXAMINATION WEIGHTS:

Application Packet.....	Qualifying
Performance Examination.....	100%

A minimum rating of 70 must be attained to pass the examination. Certification by score bands will be considered based on an analysis of test results.

If you have not received notification by September 23, 2016, contact the Civil Service Department at (562) 570-6202.

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

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J.O.B. J10NN-16 LF

09/07/16