



# City of Los Angeles

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City of Los Angeles Personnel Department

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## CONTROL SYSTEMS ENGINEERING ASSOCIATE

**Class Code: 7230**

**Open Date: 02-14-14**

### **ANNUAL SALARY**

\$68,549 to \$85,148; \$76,629 to \$95,212; \$85,357 to \$106,049; and \$92,769 to \$115,278

\*\$62,893 to \$85,148; \$70,307 to \$95,212; \$78,315 to \$106,049; and \$85,116 to \$115,278

Candidates from the eligible list are normally appointed to vacancies in the lower pay grade positions.

### **Note:**

**\*New hires shall be hired at three (3) premium levels (one premium level equals 2.75%) below the salary range. These salaries are subject to change based on future MOU negotiations.**

### **DUTIES**

A Control Systems Engineering Associate develops, designs, selects and evaluates instrumentation and process control systems for the automatic control of a variety of dynamic processes; may supervise employees engaged in the above work; and performs related work.

### **REQUIREMENTS**

1. Graduation from a recognized four-year college or university with a degree in engineering, which includes 24 semester units or 36 quarter units of Electrical Engineering courses or 12 semester units or 18 quarter units of Chemical or Sanitary Engineering course work; **or**
2. Possession of a valid Engineer-in-Training Certificate recognized by the California State Board of Registration for Professional Engineers.

### **NOTES:**

1. College seniors who are within six months of graduation from a recognized four-year college or university may apply. However, you cannot be appointed until you have completed all your course work as described in Requirement No. 1. Successful applicants will be notified of degree verification procedures.
2. Applicants filing under Requirement No. 2 must list their Engineer-in-Training (EIT) Certificate number on the application in the "Special Licenses Required For This Examination" box. At the time of appointment, candidates must submit to the department which appoints them, verification of their EIT certification.
3. Appointments will be made to temporary training positions in accordance with Civil Service Commission Rule 5.30, for a maximum duration of three years. In order to successfully complete the temporary training period, new appointees must obtain their Engineer-in-Training (EIT) Certificate within three years. New appointees who do not successfully complete the temporary training period will be terminated from the class.
4. Some positions may require a valid California driver's license. Candidates may not be eligible for appointment to these positions if their record within the last 36 months reflects three or more moving violations and/or at-fault accidents, or a conviction of a major moving violation (such as DUI).

### **WHERE TO APPLY**

Applications will only be accepted on-line. **When you are viewing the on-line job bulletin of your choice, simply scroll to the top of the page and select the "Apply" icon.** On-line job bulletins are also available at <http://agency.governmentjobs.com/lacity/default.cfm> for Open Competitive Examinations.

### **NOTES:**

1. Applicants are urged to apply early to ensure you have time to resolve any technical issues you may encounter.
2. All application materials must be complete for you to be considered a candidate in this examination.

## **APPLICATION DEADLINE**

**Applications must be received by THURSDAY, FEBRUARY 27, 2014.**

In accordance with Civil Service Rule 4.2, all applicants who apply may not be tested in this examination. To meet anticipated hiring needs, only a limited number of qualified applicants will be invited to participate in the written test in the following order: 1) Applicants currently employed by the City of Los Angeles who meet the minimum requirements, or are on a reserve list; 2) Remaining applicants who meet the minimum requirements in sufficient numbers to meet hiring needs in the order that applications were received. Applications submitted during the filing period will be kept on file for two years from February 14, 2014 in the event that additional applicants need to be tested to meet hiring needs.

## **SELECTION PROCESS**

**Examination Weight: Interview .....100%**

The examination will consist entirely of an evaluation of professional and personal qualifications by interview. In the interview, emphasis will be placed on the candidate's experience and training as it relates to the knowledge of: control and instrumentation theory and application of control systems methods and equipment; methods, materials, tools and equipment used in installation, testing and calibration of instrumentation and control facilities; process control software; the ability to: prepare and interpret control systems plans and specifications; design control systems; determine operational criteria and select equipment; prepare technical reports and recommendations; communicate clearly and effectively orally; deal tactfully and effectively with employees, other government agencies, industry representatives, and the public; and other necessary knowledge, skills, and abilities.

Candidates will be notified later by mail of the date, time, and location of the interview, which will be held in Los Angeles. It is anticipated that the interviews will begin during the period of **APRIL 21, 2014 to MAY 2, 2014.**

## **NOTES:**

1. As a covered entity under the Fair Employment and Housing Act and Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request, will provide reasonable accommodations to ensure equal access to its programs, services, and activities. To request a disability accommodation, please complete the Disability Accommodation Form within 14 calendar days of the submittal of the City application. The Disability Accommodation Form can be obtained at [http://per.lacity.org/exams/verify\\_disability.pdf](http://per.lacity.org/exams/verify_disability.pdf).
2. Applications are accepted subject to review to ensure that minimum qualifications are met. Candidates may be disqualified at any time if it is determined that they do not possess the minimum qualifications stated on this bulletin.
3. A final average score of 70% is required to be placed on the eligible list.

### **Notice:**

*If you receive and accept an offer of employment to a regular position with the City of Los Angeles, your employee benefit coverage (including health and dental coverage as well as life insurance) will commence approximately six weeks after your original regular appointment. Not all positions in the City receive benefit coverage; you should inquire regarding the availability of employee benefits prior to accepting a position.*

## **THIS EXAMINATION IS TO BE GIVEN ONLY ON AN OPEN COMPETITIVE BASIS**

The City of Los Angeles does not discriminate on the basis of race, religion, national origin, sex, age, marital status, sexual orientation, gender identity, gender expression, disability, creed, color, ancestry, medical condition (cancer), or Acquired Immune Deficiency Syndrome.