



# City of Los Angeles

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City of Los Angeles Personnel Department

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## CHIEF CONSTRUCTION INSPECTOR

**Class Code: 7296**

**Open Date: 03-13-15**

**(Exam Open to Current City Employees)**

### **ANNUAL SALARY**

\$109,745 to \$136,346

### **NOTE:**

The current salary range is subject to change. You may confirm the starting salary with the hiring department before accepting a job offer.

### **DUTIES**

A Chief Construction Inspector plans, directs, coordinates, controls and organizes a contract administration program in a major geographical area of the City, an operating or proprietary department or in a major special function division of the Bureau of Contract Administration, including supervision of professional and technical employees engaged in inspecting and supervising the inspection of a wide variety of construction projects; applies supervisory principles and techniques in building and maintaining an effective work force, and fulfills equal employment opportunity responsibilities.

### **REQUIREMENTS**

Two years of full-time paid experience at the level of Principal Construction Inspector with the City of Los Angeles supervising and coordinating the field inspection of a variety of major buildings and public works type projects.

### **NOTES:**

1. Candidates who lack six months or less of the required experience may file for this examination. However, they cannot be appointed until the full experience requirement is met.
2. 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).
3. Public works type projects include, but are not limited to, paving; street lighting; storm drains; sanitary sewers; wharves; water mains; public buildings and facilities; reinforced concrete; structural steel or masonry structures; traffic signals; water and sewage treatment facilities; and harbor and airport facilities.

### **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?promotionaljobs=1> for Promotional Examinations.

### **NOTE:**

Applicants are urged to apply early to ensure you have time to resolve any technical issues you may encounter.

### **APPLICATION DEADLINE**

Applications must be received by **THURSDAY, MARCH 26, 2015.**

**AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

## **SELECTION PROCESS**

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

This examination will consist entirely of an evaluation by interview. In the interview, emphasis will be placed on the nature and adequacy of the candidate's experience, training, and personal qualifications as they demonstrate the knowledge of: supervisory practices relating to reviewing and evaluating subordinate supervisors' performance and capabilities, establishing priorities, scheduling workloads, and delegating authority; City personnel practices including Equal Employment Opportunity, Civil Service Rules, memoranda of understanding, and grievance procedures; techniques of counseling, training, discipline and motivating employees; the budgeting process and staffing control in relation to construction projects and programs; methods, practices, inspection techniques and materials used in Public Works construction; and the ability to: plan, review, and direct the work of many employees in scattered locations; analyze information, define the problem, identify relevant concerns or factors, and formulate logical and objective conclusions; formulate recommendations and make timely decisions; communicate orally in a persuasive, tactful, and effective manner on a one-to-one or one-to-group basis; and other necessary skills, knowledge, and abilities.

Prior to the interview, candidates will be required to prepare some written material related to the duties of a Chief Construction Inspector. This essay material will not be separately scored, but will be presented to the interview board for discussion with the candidate and consideration in the overall evaluation of the candidate's qualifications.

Candidates will be notified by e-mail of the date, time, and location of the interview, which will be held in Los Angeles. It is anticipated that interviews will begin during the period of **MAY 11, 2015 to MAY 22, 2015**.

### **NOTES:**

1. This examination is based on a validation study.
2. Appointment to this position is subject to a one-year probationary period as provided by Section 1011 of the Los Angeles City Charter.
3. 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).
4. 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.
5. A final average score of 70% is required to be placed on the eligible list.
6. Candidates will accrue seniority credit at the rate of 0.10 of a point for each year of service in those City classes which provide qualifying experience for this position. A maximum of one point will be added to the score of the candidate.
7. If in accordance with the Rule of Three Whole Scores all applicants are eligible for appointment consideration, the examination will consist entirely of an evaluation of the candidates' City application by Personnel Department staff to ensure that the minimum qualifications have been met.

### **THIS EXAMINATION IS TO BE GIVEN ONLY ON AN INTERDEPARTMENTAL PROMOTIONAL 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.

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