



City of Los Angeles

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City of Los Angeles Personnel Department

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HARBOR ENGINEER

Class Code: 9279

Open Date: 02-12-16

(Exam Open to Current City Employees)

ANNUAL SALARY

\$117,972 to \$159,001; \$127,347 to \$171,612

NOTES:

1. Candidates from the eligible list are normally appointed to vacancies in the lower pay grade positions.
2. 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 Harbor Engineer serves as assistant to the Chief Harbor Engineer in the Engineering Division or Construction Division of the Harbor Department or directs the work of a major section of the Engineering Division or Construction Division of the Harbor Department. Represents a Chief Harbor Engineer in dealing with other agencies; applies sound supervisory principles and techniques in building and maintaining an effective workforce; and fulfills equal employment opportunity responsibilities.

REQUIREMENTS

1. Two years of full-time paid experience with the City of Los Angeles Harbor Department in a class at the level of Civil Engineer or Architect in the design, construction, or engineering of harbor or marine terminal facilities; or
2. One year of full-time paid experience with the City of Los Angeles Harbor Department in a class at the level of Senior Civil Engineer in the design, construction, or engineering of harbor or marine terminal facilities.

NOTES:

1. **In addition to the regular City application all candidates must complete the Harbor Engineer Qualifications Questionnaire at the time of filing. The Harbor Engineer Qualifications Questionnaire is located within the Supplemental Questions Section of the City Application. Applicants who fail to complete the Qualifications Questionnaire will not be considered further in this examination and their application will not be processed.**
2. Applicants 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.
3. Some positions may require a valid California driver's license. Candidates may not be eligible for an 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).
4. It is anticipated that for future examinations, only those at the level of Senior Civil Engineer may be able to apply.

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, FEBRUARY 25, 2016.**

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

SELECTION PROCESS

Examination Weight: Essay Advisory
Interview 100%

The examination will consist entirely of an evaluation of experience and personal qualifications by interview. In the interview, emphasis may be placed on the candidate's knowledge of: resource materials such as technical publications, codes, City Charter, and awareness of experts in the field of harbor engineering; environmental regulations and procedures sufficient to ensure compliance with Federal, State, and local laws; cost estimating and appraisal methods; legal requirements for leases, contracts, and permits as they relate to Harbor engineering or construction activities; civil, structural, electrical, and mechanical engineering, architectural principles, and construction management applicable to Harbor construction and design maintenance sufficient to ensure project delivery; coastal engineering design principles and marine construction methods and laws; survey and construction methods and equipment; container terminals and cargo handling; pertinent City, Personnel Department, and Harbor Department rules, policies, and procedures, including Equal Employment Opportunity (EEO), Memoranda of Understanding (MOUs), Employee Relations Ordinance, and Civil Service Rules; fundamental principles and practices of supervision and management, including directing, motivating, training, disciplining, commending, and evaluating the work of subordinates; work and project management principles and practices including use of Critical Path Method (C.P.M.), and Program Evaluation & Review Techniques (P.E.R.T.); safety principles, practices, and procedures; and the ability to read and interpret complex construction plans; direct and coordinate the work of groups of professional employees in the Engineering or Construction Division of the Harbor Department; communicate, both orally and in writing, in an effective, clear, and concise manner sufficient to inform, recommend or advise management, the public, governmental agencies, and others; deal tactfully, effectively, and persuasively with other employees, vendors, and contractors; and other necessary skills, knowledge and abilities.

As part of the evaluation of each candidate's overall qualifications for the job, the interview panel members will consider the information in the candidate's Qualifications Questionnaire. Candidates may expect panel members to discuss this information during the interviews. Unsolicited supplemental information will not be submitted to the interview board.

Candidates will be required to prepare some written material on a topic related to the duties and responsibilities of a Harbor Engineer. This essay material will not be scored separately, but will be presented to the interview board for discussion with each candidate and for consideration in the overall evaluation of the candidate. Candidates may anticipate that PCs (personal computers) will be made available to type their responses.

Candidates will be notified later by e-mail of the time and location of the advisory essay session, which will be held in a single half day session on **SATURDAY, APRIL 23, 2016**, in Los Angeles. Candidates must complete the advisory essay. Candidates who do not complete the advisory essay will not be invited to the interview and will be considered to have failed the entire examination.

Candidates will be notified later 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 16, 2016 TO MAY 27, 2016**.

NOTES:

1. This examination is based on a validation study.
2. 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.
3. 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.
4. Appointment to this position is subject to a one-year probationary period as provided by Section 1011 of the Los Angeles City Charter.
5. Candidates will accrue seniority credit at the rate of 0.10 of a point for each year of service in those classes that provide qualifying experience for this position. A maximum of one point will be added to the score of those candidates.
6. A final average score of 70% is required to be placed on the eligible list.
7. You must have received a regular appointment to a City position or be on a reserve list to file on a promotional basis.
8. In accordance with Civil Service Rule, Sec. 4.24, review periods may be combined. Candidates in the examination process may file protests as provided in Sec. 4.20, 4.22 and 4.23 as applicable and within the required time frame; however, the Personnel Department may respond to and resolve protests prior to the establishment of 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 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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