



City of Los Angeles

A great place for a career

City of Los Angeles Personnel Department

per.lacity.org

HELICOPTER MECHANIC

Class Code: 3742

Open Date: 07-22-05

REVISED: 11-17-16

(Exam Open to All, including Current City Employees)

ANNUAL SALARY

\$91,663 (flat-rated)

A 5.5% bonus is paid for possessing an FAA Inspection Authorization. Some positions require night work, for which a higher salary is paid.

DUTIES

A Helicopter Mechanic inspects, repairs, overhauls, services, cleans and returns all City-owned helicopters to service, including those of the Fire and Police Departments.

NOTE:

Helicopter Mechanics must be available to work weekends and holidays.

REQUIREMENTS/MINIMUM QUALIFICATIONS

1. Three years of full-time paid experience, two years of which must have been within the past three years, as an FAA Certified Airframe and Power Plant Mechanic engaged in performing maintenance and alterations on at least one or more of the following turbine powered helicopters: Bell 407, Bell 206 series, Bell 412, Eurocopter AS 350 Series (EC130), and/or Agusta AW 139. Qualifying experience must include the following:
 - a. Performing FAR Part 91 or Part 135 required inspections; and
 - b. Electrical and mechanical, repair, and troubleshooting activities; and
 - c. Sheet metal repairs on air frames; and
 - d. Major component overhaul or repair; and
 - e. Approving aircraft for return to service after any of the above.
2. In addition to the regular City application, all candidates are required to complete the Helicopter Mechanic Supplemental Information Form at the time of filing.
3. A valid Mechanic Certificate with Airframe and Power Plant ratings issued by the Federal Aviation Administration is required at the time of filing.

PROCESS NOTES

1. Individuals employed as a Helicopter Mechanic with the City of Los Angeles are required to furnish their own hand tools.
2. Applicants will have 7 calendar days from the on-line application submission date to submit a copy of their valid Mechanic Certificate and the Helicopter Mechanic Supplemental Information Form by attaching them to the on-line application or by submitting them to the Personnel Department, 700 E. Temple Street, Room 100, Los Angeles, CA 90012. Applicants who fail to submit these documents within the time required will not be considered further in this examination and their applications will not be processed.

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 <https://www.governmentjobs.com/careers/lacity> for Open Competitive Examinations.

APPLICATION DEADLINE

This examination may close without prior notice at any time after a sufficient number of applications have been received. For administrative purposes, filing may close periodically and reopen the following day.

NOTES:

1. The instructions to applicants regarding completing the Supplemental Information Form are online at the following location: <http://per.lacity.org/exams/Supplnst.pdf>.
2. We recommend that you preview the Helicopter Mechanic Supplemental Information Form at <http://per.lacity.org/exams/3742Sup.pdf> prior to completing your online application to ensure you provide yourself with sufficient time to complete the online application and the supplemental form.
3. Once you submit your online application, you are required to submit the Supplemental Information Form within 7 days of submitting your online application. Applicants are urged to apply early to ensure you have time to resolve any technical issues you may encounter.
4. There is a known issue with submitting supplemental material when using the Google Chrome browser. An explanation of the issue, and possible solutions, can be found at <http://per.lacity.org/exams/chromeissue.pdf>.

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

SELECTION PROCESS

Examination Weight: Technical Interview100%

The examination will consist entirely of a technical interview. In the technical interview, you may be required to answer questions and identify specific parts of a helicopter. In the technical interview, emphasis will be placed on your knowledge of: methods of inspecting helicopters; locating and diagnosing a variety of helicopter-related mechanical, electrical, and other problems; maintaining and repairing engines, airframes, and accessory equipment and overhauling components; sources of information on operating, maintenance and repair problems; FAA regulations regarding the inspection, maintenance and repair of helicopters; job-related safety; electrical theory sufficient to perform the work of a helicopter mechanic; and the abilities to: operate tools, equipment, and materials of the trade; paint and work with the materials used in helicopters; maintain logs and records; communicate orally and deal tactfully and effectively with others; and other necessary skills, knowledge and abilities.

As part of the overall evaluation of candidates' job qualifications, the technical interview board members will consider the information in the candidates' Supplemental Information Form. Candidates may expect the interviewers to discuss this information with them during their technical interview.

Candidates will be notified later by mail of the time and location of the technical interview, which will be held in Los Angeles.

NOTES:

1. Candidates may take this examination only once every 365 days during the term of this bulletin.
2. This examination is based on a validation study.
3. Based on the Federal Omnibus Transportation Employee Testing Act of 1994, you may be required to undergo mandatory drug and alcohol testing prior to and during employment in this class.
4. Some positions may require a valid California driver's license prior to appointment. Applicants will be disqualified and not eligible for hire if within the past 36 months they were convicted of a major moving violation, such as driving under the influence of alcohol and/or drugs, and may be disqualified if there are three or more moving violations and/or at-fault accidents within the past 36 months.
5. Some positions may require a valid California Class B driver's license. Prior to appointment, all applicants must submit a commercial driving history in accordance with the California Department of Motor Vehicles CVC Section 1808.1.
6. 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.
7. Falsification of information on the application and/or Supplemental Information Form may result in disqualification from this examination, and all other City employment examinations for a period of five years.
8. 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.
9. 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.