



City of Los Angeles

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City of Los Angeles Personnel Department

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SENIOR CONSTRUCTION INSPECTOR

Class Code: 7294

Open Date: 12-26-14

(Exam Open to Current City Employees)

ANNUAL SALARY

\$76,024 to \$94,440

The salary at the Department of Airports is \$85,294 to \$105,966.

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 Senior Construction Inspector inspects the construction of a wide variety of large scale and complex public works, utilities, recreation and park, airport, harbor and improvement projects to ensure compliance with safety regulations, plans, specifications, contract documents, and legal requirements; assigns, reviews, and evaluates the work of Construction Inspectors assigned to such projects; conducts physical inspections, maintains records, writes reports and prepares progress estimates for payment purposes; may administer construction contracts and permits; may assist in construction inspection support and operational activities; may perform inspections at locations outside the City of Los Angeles; applies supervisory principles and techniques in building and maintaining an effective workforce; fulfills equal employment opportunity responsibilities.

NOTE:

In some departments, a Senior Construction Inspector may be assigned to evening and weekend work and to extended work day assignments.

REQUIREMENTS

1. Four years of full-time paid experience as a Construction Inspector or in a class at that level which provides experience in inspecting public works type improvements or utilities projects for conformance to plans, specifications, contracts, and agreements;
2. One year of education from a recognized college or trade school which includes completion of 3 courses in engineering or inspecting technology may be substituted for each year of the required experience lacking up to a maximum of two years for Requirement # 1; **or**
3. Four years of full-time paid experience as an Electrical Inspector, Building Inspector, or Building Mechanical Inspector, two years of which must have been performing construction contract administration with the Bureau of Contract Administration.

NOTES:

1. 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.
2. Public works type improvements 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.
3. A valid license as a Registered Deputy Building Inspector in one or more of the specialized certifications issued by the Department of Building and Safety of the City of Los Angeles may be required. In most departments, an Inspector with a license receives a salary bonus.
4. Some positions may require a valid California driver's license prior to appointment. 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?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, JANUARY 8, 2015.**

SELECTION PROCESS

Examination Weight:	Written Test	Qualifying
	Essay	Advisory
	Interview	100%

The examination for Senior Construction Inspector will consist of a qualifying written test, advisory essay, and an interview. The qualifying written test will consist of multiple-choice questions in which candidates may be examined for knowledge of: City Administrative regulations, inspection procedures and building construction practices; basic electrical terminology and hazards; engineering terminology pertaining to plans and specifications; basic construction terminology sufficient to comprehend civil engineering plans and specifications; legal limitations and obligations; traffic control regulations and procedures; methods and procedures for testing construction materials; survey procedures; methods for checking grade; paving materials, procedures and equipment; methods for installing pipe; practices and materials in trench and tunnel construction, methods for bracing excavations and capabilities and limitations of forms and false work; methods of placement of reinforcing steel and wire; State and local safety regulations related to construction such as CAL/OSHA, State Safety Orders, and the Los Angeles Municipal Code; pertinent City and Personnel Department rules, policies and procedures, including Equal Employment Opportunity; fundamental principles and practices of supervision including assigning, motivating, training, disciplining and evaluating subordinate staff; the ability to interpret specifications and codes of other agencies; read and interpret plans, blueprints and specifications; compute slopes and grades; recognize unsafe conditions or practices in construction work; direct and coordinate the activities of subordinate staff involved in a variety of construction inspection activities; and other necessary skills, knowledge, and abilities.

On the same day as the qualifying written test, candidates will also be required to prepare some written material relating to the duties of a Senior Construction Inspector. This material will not be separately scored, but for those candidates who pass the qualifying multiple-choice written test, it will be presented to the interview panel for discussion with the candidate and for consideration in the overall evaluation of the candidate's qualifications. Candidates who do not complete the advisory writing exercise 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 time and location of the qualifying multiple-choice written test and advisory writing exercise, both of which will be held in a single half-day session on **SATURDAY, FEBRUARY 28, 2015**, in Los Angeles.

Passing Score for the Qualifying Written Test

The passing score for the qualifying written test will be determined by Personnel Department staff after the qualifying written test is administered. Consideration will be given to the number of candidates taking the test and the existing and anticipated number of vacancies, such that there are a sufficient number of eligibles on the list to satisfy current and future vacancies for the next two years. **Therefore, the passing score for the qualifying multiple-choice written test may be set either above or below 70%.**

All candidates who pass the qualifying multiple-choice written test and complete the advisory essay will be invited to participate in the interview.

The examination score will be based entirely on the interview. In the interview, emphasis may be placed on the candidate's qualifications as they demonstrate the knowledge of: City Administrative regulations, inspection procedures and building construction practices; public works and building construction practices, including bridges, airports, wharf construction, and water quality works; basic engineering and construction terminology; state and local safety regulations related to construction such as CAL/OSHA, State Safety Orders, traffic control regulations and the Los Angeles Municipal Code; methods and conditions for testing construction materials; standard practices and materials in trench and tunnel construction, bracing and placement of reinforcing steel and wire; pertinent City and Personnel Department rules, policies and procedures, including Equal Employment Opportunity; fundamental principles and practices of supervision including assigning, motivating, training, disciplining and evaluating subordinate staff; the ability to locate and apply specific ordinances and regulations in the Los Angeles Municipal Code; interpret architectural, mechanical and electrical plans and specifications sufficient to understand the scope of work being performed; evaluate the quality in construction work; make field judgments and decisions; relate plans, drawings and markings to construction work; read grade sheets, line, grade and slope stakes; maintain a safe and secure work environment; direct and coordinate the activities of subordinate staff involved in a variety of construction inspection activities; work independently; coordinate and set priorities in work; act quickly and decisively in emergency situations; communicate effectively to convey information; deal tactfully, courteously, and effectively with coworkers, contractors, and the public; communicate effectively in writing; and other necessary skills, knowledge, and abilities.

NOTES:

1. This examination is based on a validation study, and as provided by Civil Service Commission Rule 4.20, the written test will not be subjected to candidate inspection.
2. The incumbents of some positions in this class may be required to pass an annual or periodic work fitness evaluation to determine their eligibility for continued employment in this class.
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. 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.
5. Seniority credit at the rate of 0.25 of a point for each year of continuous service will be added to the weighted test score of each candidate.
6. A final average score of 70% in the interview portion of the examination 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.

THIS EXAMINATION IS TO BE GIVEN ONLY ON A INTERDEPARTMENTAL PROMOTIONAL BASIS ONLY

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.