



City of Los Angeles

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City of Los Angeles Personnel Department

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STRUCTURAL STEEL FABRICATOR SUPERVISOR

Class Code: 3794

Open Date: 06-02-17

(Exam Open to Current City Employees)

ANNUAL SALARY

The salary in the Department of Water and Power is \$102,959 to \$108,701.

NOTES:

1. For information regarding reciprocity between the City of Los Angeles departments and LADWP, go to http://per.lacity.org/Reciprocity_CityDepts_and_DWP.pdf.
2. The current salary range is subject to change. You may confirm the starting salary with the hiring department before accepting a job offer.
3. Candidates from the eligible list are normally appointed to vacancies in the lower pay grade positions.

DUTIES

A Structural Steel Fabricator Supervisor assigns, reviews and evaluates the work of a group of employees engaged in rigging and the fabrication, repair, alteration, and assembly of structural steel members and shapes; applies sound supervisory principles and techniques in building and maintaining an effective work force; and fulfills equal employment opportunity responsibilities.

REQUIREMENT/MINIMUM QUALIFICATION

Four years of full-time paid experience as a journey-level structural steel fabricator.

PROCESS 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. 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 past 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. To be at journey level, completion of a recognized apprentice program (usually four years), or six years as a helper performing structural steel work, is required. Therefore, qualifying experience is gained in positions after obtaining journey level status.

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/promotionaljobs> 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, JUNE 15, 2017.**

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

SELECTION PROCESS

After meeting minimum qualifications, candidates will be scheduled for the following:

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

The examination will consist entirely of an evaluation of professional and personal qualifications by interview. In the interview, emphasis may be placed on the candidate's knowledge of: procedures, materials, and tools used for cutting and fabricating structural steel sufficient to supervise and inspect the work of subordinates; materials such as steel plates, structural steel forms, pipe, chain link fencing, and various fasteners sufficient to place orders, to approve substitute materials, and to maintain stock on hand at efficient and economic levels; welding symbols and methods sufficient to discuss plans and jobs with engineers and designers; safe rigging and lifting practices; basic math sufficient to calculate such quantities as the amount of material required for a job, costs of prospective purchases, or total hours required to complete a job; safety principles, practices, and regulations, as well as personal protective equipment used in welding, rigging and structural steel work; Cal/OSHA regulations applied to welding, rigging, and structural steel work; supervisory principles and practices such as planning, coordinating, delegating, assigning, motivating, training, counseling, disciplining, commending and evaluating the work of subordinates; pertinent City and Personnel, and Department of Water and Power, department rules, policies and procedures, including Equal Employment Opportunity policies and progressive discipline; and the ability to: use a personal computer or computer terminal to retrieve data from established databases; read plans sufficient to perform such tasks as calculating quantities of materials, estimating time required for work, and making assignments of jobs; prepare estimates of time and cost budgets and work schedules for various structural steel fabrication jobs; identify special training needs and limitations of subordinates; direct and coordinate the work of a group of employees engaged in the fabrication, repair, and assembly of structural steel members and shapes; effectively communicate technical and other information both orally and in writing in order to discuss problems and possible solutions, obtain or provide information, explain procedures and methods of performing tasks, write memoranda or letters, and complete standard forms; interact tactfully and effectively with others; and other necessary skills, knowledge, and abilities.

At the time of the interview, candidates will also be required to prepare some written material related to the duties and responsibilities of a Structural Steel Fabricator Supervisor. This essay material will not be separately scored, but will be presented to the interview board for discussion with each candidate and for consideration in the overall evaluation of the candidate's qualifications. Candidates who fail to complete the advisory essay may be disqualified. Candidates may anticipate that PCs (personal computers) will be made available to type their writing exercise responses.

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 the interviews will begin during the period of **AUGUST 14, 2017 to AUGUST 25, 2017**.

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. You must have received a regular appointment to a City position or be on a reserve list to file on a promotional basis.
5. Seniority credit at the rate of 0.25 of a point for each year of continuous City service will be added to the weighted test score of each candidate.
6. A final average score of 70% is required to be placed on the eligible list.
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 candidate's City employment application by Personnel Department staff to ensure that the minimum qualifications have been met.
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.

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