



City of Los Angeles

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City of Los Angeles Personnel Department

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SAFETY ENGINEER ELEVATORS

Class Code: 4263

Open Date: 02-28-14

ANNUAL SALARY

\$84,731 to \$94,440

DUTIES

A Safety Engineer Elevators inspects escalators, elevators, moving walks and similar devices for conformance to State laws and City ordinances regulating their design, installation, maintenance, and operation.

REQUIREMENT

1. Four years of full-time paid experience in the inspection of elevators or in the design, maintenance, or repair of elevators, two years of which was at the journey level. Two years of mechanical or electrical work experience or mechanical or electrical engineering upper division college or university education may be substituted for two years of non-journey-level experience.

NOTES:

1. In addition to the regular City application, all applicants must complete a Safety Engineer Elevators Qualifications Questionnaire at the time of filing. The Safety Engineer Elevators 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. A valid California driver's license is required prior to appointment. Applicants will be disqualified and not eligible for hire if within the past 36 months you 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.
3. 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.
4. Applicants substituting upper division mechanical or electrical engineering courses for non-journey level experience must list their course titles with the number of semester or quarter units and completion dates in the Supplemental Questions section of the application. Applicants who fail to provide this information on their application will not be considered further in this examination and their applications will not be processed.
5. Experience claimed on all applications will be reviewed by a panel of subject matter experts to insure that the applicants meet the bulletin requirements.
6. 30 semester or 45 quarter units of mechanical or electrical engineering upper division courses, from a recognized college or university, may be substituted on a year for year basis, for a maximum of two years of the required non-journey level experience.
7. A valid Certificate of Competency to Inspect Elevators issued by the California Department of Industrial Relations, or written evidence by the California Department of Industrial Relations that such a Certificate will be issued, is required prior to completion of a six-month probationary period.

WHERE TO APPLY

Applications will be accepted online. **When you are viewing the online job bulletin of your choice, simply scroll to the top of the page and select the "Apply" icon.** Online job bulletins are also available at <http://agency.governmentjobs.com/lacity/default.cfm> for Open Competitive Examinations.

NOTE:

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

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

APPLICATION DEADLINE

Applications and Qualifications Questionnaires must be received by **THURSDAY, MARCH 13, 2014.**

In accordance with Civil Service Rule 4.2, all applicants who apply may not be tested in this examination. To meet anticipated hiring needs, only a limited number of qualified applicants will be invited to participate in the written test in the following order: 1) Applicants currently employed by the City of Los Angeles who meet the minimum requirements, or are on a reserve list; 2) Remaining applicants who meet the minimum requirements in sufficient numbers to meet hiring needs in the order that applications were received. Applications submitted during the filing period will be kept on file for two years from February 28, 2014 in the event that additional applicants need to be tested to meet hiring needs.

EXPERT REVIEW COMMITTEE:

Should a large number of qualified candidates file for this examination, an Expert Review Committee may be assembled to evaluate each candidate's qualifications for the position of Safety Engineer Elevators. In this evaluation, the Expert Review Committee will assess each candidate's training and experience based upon the information in the candidate's City employment application and the Qualifications Questionnaire. Only those candidates considered by the Expert Review Committee as possessing the greatest likelihood of successfully performing the duties of a Safety Engineer Elevators, based solely on the information presented to the committee, will continue in the selection process.

SELECTION PROCESS

Examination Weight: Application Review 100%

The examination will consist entirely of an evaluation of professional and personal qualifications by application review. Emphasis may be placed on the adequacy of the candidate's experience, training, and professional development as they provide the candidates with the knowledge of: elevators, escalators, and similar mechanical and hydraulic lifting devices; electrical theory; required standards of design, installation, operation, maintenance, repair and parts of various lifting devices; types of welds and defects; types of tests performed; safety principles, practices and regulations; common causes of accidents and malfunctions; City and State laws, ordinances, codes and regulations; legal requirements for documentation of actions relating to permissible operations; and the ability to read wiring diagrams, plans and graphic materials; locate, read and interpret City and State laws, ordinances, codes, and regulations; use and care for hand tools; use testing equipment; perform arithmetic and algebraic calculations; effectively communicate technical and non-technical information verbally and in writing; interact effectively with others; and other necessary skills, knowledge and abilities.

NOTES:

1. This examination is based on a validation study.
2. Based on City policy, before being hired in one of these positions, you may be required to undergo a drug and alcohol screening test.
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.
4. A final average score of 70% is required to be placed on the eligible list.
5. 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.

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.