



City of Los Angeles

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City of Los Angeles Personnel Department

per.lacity.org

SENIOR SYSTEMS ANALYST

Class Code: 1597

Open Date: 10-06-17

(Exam Open to Current City Employees)

ANNUAL SALARY

\$81,160 to \$118,661 and \$100,391 to \$146,765

The salary in the Department of Water and Power is \$98,198 to \$122,001 and \$122,001 to \$151,567

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. Candidates from the eligible list are normally appointed to vacancies in the lower pay grade positions.
3. Annual salary is at the start of the pay range. The current salary range is subject to change. Please confirm the starting salary with the hiring department before accepting a job offer.

DUTIES

A Senior Systems Analyst analyzes procedures, methods, operations and computer-based information systems; designs, develops, implements, maintains and recommends information systems to improve efficiency and economy of City operations; performs technically complex and/or critical systems analysis and design activities; installs, modifies and adapts software applications and may perform similar work with systems software in personal computer, mobile devices, client-server, enterprise server, and cloud computing installations; designs, develops, installs, maintains, manages, and administers local area networks or wide area networks; plans, directs, reviews, evaluates and coordinates the work of professional employees engaged in these activities; performs cost/benefit analyses related to the modification of existing systems or the implementation of new systems; performs project management activities; applies sound supervisory principles and techniques in building and maintaining an effective work force; and fulfills equal employment opportunity responsibilities.

REQUIREMENT/MINIMUM QUALIFICATION

Two years of full-time paid experience in a class at the level of Systems Analyst in the analysis, design, development and implementation of computer-based information systems.

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 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).
3. In addition to answering the regular City application supplemental questions, each applicant is required to complete the Senior Systems Analyst qualifying Training and Experience Questionnaire at the time of filing. The Senior Systems Analyst qualifying Training and Experience Questionnaire is located within the Supplemental Question section of the online City application. Applicants who fail to complete the qualifying Training and Experience Questionnaire will not be considered further in this examination, and their application will not be processed.

SELECTIVE CERTIFICATION

In accordance with Charter Section 1010 (b) and Civil Service Rule 5.31, selective certification will be used for some positions that require special skills and/or training. For such positions, only applicants possessing the specific professional certification(s) at the time of filing may be considered. Some positions will require a professional industry certification(s) in one or more of the following:

1. Sybase PowerBuilder Developer Professional
2. Microsoft Certified Technology Specialist (MCTS)
3. ColdFusion 9 Certification
4. MCSA: SQL Database Development
5. Oracle Certified Expert
6. Oracle Certified Professional
7. Oracle Certified Master
8. Red Hat Certified JBoss Developer (RHCJD)
9. MTA: Database
10. MCSE: Business Applications
11. Oracle Application Developer
12. Java SE 7 or above Programmer certification
13. Microsoft Certified Professional Developer (MCPD)
14. MCPD: Web Developer
15. Microsoft Technology Associate (MTA) Developer

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

For additional information and FAQs regarding the City's hiring process, please go to: <http://per.lacity.org/index.cfm?content=employmenttestingprocess>

16. ArcGIS Desktop Entry
17. ArcGIS Desktop Associate
18. ArcGIS Desktop Professional
19. ArcGIS Desktop Developer Associate
20. ArcGIS Application Developer Associate
21. Enterprise Geodata Management Professional
22. Enterprise System Design Associate
23. Enterprise Administration Associate
24. Enterprise GeoData Management Associate
25. MCSE: Mobility
26. IBM Certified Mobile Application Developer – Worklight Foundation v6.2
27. IBM Certified Mobile System Administrator – Worklight Foundation v6.2
28. MCSA: Web Applications
29. ACE: Dreamweaver
30. MCSE: SharePoint
31. MCSA: SharePoint Applications
32. Microsoft Certified Systems Engineer (MCSE)
33. Microsoft Certified Systems Administrator (MCSA)
34. MCSE: Server Infrastructure
35. Microsoft Certified IT Professional (MCITP)
36. CompTIA Network+
37. Microsoft Certified Solution Expert (MCSE): Messaging
38. Cisco Certified Network Associate (CCNA) – Data Center
39. CompTIA A+
40. Red Hat Certified Engineer (RHCE)
41. MCSE: Cloud Platform and Infrastructure
42. MCSE: Productivity
43. VMware Certified Professional – Data Center Virtualization
44. MCSE: Desktop Infrastructure
45. MCTS: Administering and Deploying System Center 2012 Configuration Manager
46. Microsoft Certified Solutions Developer (MCSA): App builder
47. MTA: IT Infrastructure
48. MCSA: Windows Server 2012 or 2016
49. Certified Secure Software Lifecycle Professional (CSSLP)
50. Oracle E-Business Suite Tools and Technology: Install, Patch and Maintain Applications
51. IBM Certified Associate - Maximo Asset Management v7.5
52. Oracle E-Business Suite Financial Management
53. Oracle E-Business Suite General Ledger Essentials
54. Oracle E-Business Suite Payable Essentials
55. Oracle E-Business Suite Receivables Essentials
56. Oracle E-Business Suite Procurement
57. Oracle E-Business Suite Purchasing Essentials
58. Project Management Professional (PMP)
59. PMI Agile Certified Practitioner (PMI-ACP)
60. Help Desk Institute (HDI)
61. Certified Information Security Manager (CISM)
62. Certified Information Systems Security Professional (CISSP)
63. CompTIA Security+

Applicants must attach a copy of the certificate(s) to the on-line application at the time of filing. The certificate(s) must be attached to the on-line application BEFORE the application is submitted. If the certificate(s) is attached AFTER the on-line application has been submitted, it will not be available to the City and applicants WILL NOT be credited with having submitted the certificate(s). Applicants who fail to submit the certificate(s) at the time of filing by not attaching it to the on-line application will not be considered for this part of selective certification.

WHERE TO APPLY

Applications and qualifying Training and Experience Questionnaires 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.

NOTES:

1. Applicants are urged to apply early to ensure you have time to resolve any technical issues you may encounter.
2. All applications and qualifying Training and Experience Questionnaires must be completed at the time of filing for you to be considered a candidate in this examination.

APPLICATION DEADLINE

Applications and qualifying Training and Experience Questionnaires must be submitted on-line by **THURSDAY, OCTOBER 19, 2017.**

SELECTION PROCESS

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

Examination Weights:	Training and Experience Questionnaire	Qualifying
	Interview	100%

The examination will consist of a qualifying Training and Experience Questionnaire and a weighted interview. In the qualifying Training and Experience Questionnaire, the following competencies may be evaluated: Judgment and Decision Making, Innovation, Teamwork, Written Communication, Project Management, and Technology Application, including: the phases of systems development; the process involved in business analysis as it applies to the development, recommendation or implementation of information systems; the advantages and disadvantages of implementing information technologies to solve business problems; and other necessary skills, knowledge, and abilities.

Additional information can be obtained by going to <http://per.lacity.org/index.cfm?content=jobanalyses> and clicking on Competencies under Senior Systems Analyst.

Qualifying Training and Experience Questionnaires for all candidates who meet the requirement will be submitted to an expert review panel for evaluation. The expert review panel will assign a numeric score to each candidate based on an assessment of each candidate's qualifications, as described on the qualifying Training and Experience Questionnaire. Unsolicited supplemental information will not be submitted to the expert review panel.

Passing Score for Qualifying Test

The passing score for the qualifying Training and Experience Questionnaire will be determined by Personnel Department staff after the qualifying test is administered. Consideration will be given to the number of candidates taking the test and 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 Training and Experience Questionnaire may be set at, above, or below 70%.**

Candidates must achieve a passing score on the qualifying Training and Experience Questionnaire in order to be invited to the interview.

The examination score will be based entirely on the interview. In the interview, the following competencies may be evaluated: Supervision, Teamwork, Oral Communication, and Technology Application including: the phases of systems development; the process involved in business analysis as it applies to the development, recommendation or implementation of information systems; the advantages and disadvantages of implementing information technologies to solve business problems; data management, network, and data communication concepts; the capabilities, limitations, and operation of computer and electronic equipment; the capabilities of current and legacy application development languages and technologies; cloud strategies and how they differ; server technologies for the use of applications, databases, websites, storage area networks, and virtualization; and other necessary skills, knowledge, and abilities.

Additional information can be obtained by going to <http://per.lacity.org/index.cfm?content=jobanalyses> and clicking on Competencies under Senior Systems Analyst.

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

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. A final average score of 70% or higher in the interview portion of the examination is required to be placed on the eligible list.
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. 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 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.