



# City of Los Angeles

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City of Los Angeles Personnel Department

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## WATER UTILITY WORKER

**Class Code: 3912**

**Open Date: 07-25-14**

**Revised: 04-13-15**

### **ANNUAL SALARY**

The salary range in the Department of Water and Power is \$63,099 to \$78,383; \$67,985 to \$84,480; \$70,240 to \$87,278 and \$71,743 to \$89,136.

Candidates from the eligible list are normally appointed to vacancies in the lower pay grade positions.

### **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](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.

### **DUTIES**

A Water Utility Worker installs, maintains, operates, replaces, and repairs water mains, services, fire hydrants, water meters, and appurtenant valves and equipment.

### **REQUIREMENT**

Eighteen months of full-time paid experience in the installation, and either operation and/or maintenance of **all** of the following:

1. Potable water services, and
2. Municipal or community water distribution mains and/or trunk lines, and
3. Water meters, and
4. Appurtenant valves and equipment.

### **NOTES:**

1. A State of California Department of Health Services Water Distribution Operator Grade D2 certificate may be required prior to completion of the probationary period.
2. Some positions may require a valid California Class A (and/or Class B) 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). For positions requiring a valid California Class A (and/or Class B) driver's license, applicants must submit a commercial driving history in accordance with the California Department of Motor Vehicles CVC Section 1808.1 and a valid medical certificate.

### **WHERE TO APPLY**

Applications will 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 to file online.** On-line job bulletins are also available at <http://agency.governmentjobs.com/lacity/default.cfm> for Open Competitive Examinations and 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**

Filing may be closed without prior notice after a sufficient number of applications are received. Immediate vacancies will be filled from among those who apply first. Other vacancies will be filled as the need arises. For administrative purposes, filing will close periodically and re-open the following workday.

**AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

## **SELECTION PROCESS**

**Examination Weight: Written Test ..... 100%**

The examination will consist entirely of a written test comprised of multiple-choice questions, in which candidates may be examined for knowledge of: methods, materials, fittings, tools and equipment used in the installation, maintenance, and repair of water service, mains, water meters, and appurtenant water distribution equipment; trenching and shoring practices; locating substructures; safety practices, including work area protection and traffic control; City personnel rules, policies and procedures; ability to: read water service maps, street guides, gate books, and construction prints; join pipe connections; tap water mains; use of power and hand tools weighing up to 90 lbs.; operate compressors, pumps and generators; deal tactfully and effectively with the public and crew members/co-workers; and other necessary skills, knowledge and abilities.

### **NOTE:**

Candidates will be notified later by email of the date, time, and location of the written test, which will be administered in a single half-day session in Los Angeles. Additional test dates may be added as needed.

### **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 subject to candidate inspection.
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](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% is required to be placed on the eligible list.
5. You must have received a regular appointment to a City position or be on a reserve list to file on a promotional basis.
6. 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.
7. You may take this examination once every 365 days. Your name may be removed from the employment list after 365 days.
8. Your rank on the eligible list may change as the score of candidates from other administrations of this examination are merged onto one list.
9. The promotional list will ordinarily be used ahead of the open competitive list. However, if open competitive candidates receive a higher score, without military credits, than the highest available promotional candidate, after adding seniority credit as indicated above, the Civil Service Commission, upon request of the appointing authority, may approve certification of such open competitive candidates ahead of the promotional candidates.
10. In conjunction with Civil Service rules, applicants who have received a regular appointment to a City position or are on a reserve list will be considered Promotional candidates while all other applicants will be considered Open candidates.

### **THIS EXAMINATION IS TO BE GIVEN ONLY ON AN INTERDEPARTMENTAL PROMOTIONAL BASIS AND 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.