



City of Los Angeles

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City of Los Angeles Personnel Department

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SENIOR ELECTRICAL INSPECTOR

Class Code: 4223

Open Date: 08-21-15

(Exam Open to Current City Employees)

ANNUAL SALARY

\$84,731 to \$94,440

NOTES:

1. For information regarding reciprocity between 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.

DUTIES

A Senior Electrical Inspector supervises the work of employees engaged in the inspection of new and existing electrical installations and equipment to secure conformance to the City Electrical Code; personally inspects large and complicated electrical installations; may perform responsible staff functions; may supervise the inspection of the construction of electrical installations in public buildings to ensure conformance with contract plans and specifications; may witness fabrication and testing of electrical equipment at a manufacturing plant; may witness performance of operational testing equipment prior to start up; assists in training inspection employees; applies sound supervisory techniques in building and maintaining an effective workforce; and fulfills equal employment opportunity responsibilities.

REQUIREMENTS

1. Two years of full-time paid experience as an Electrical Inspector with the City of Los Angeles.
2. One year of experience as a Building Mechanical Inspector with the City of Los Angeles may be substituted for one year of Electrical Inspector experience lacking.

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. Upon appointment, a Senior Electrical Inspector may be required to furnish an automobile properly insured, for use in City service. Mileage will be paid according to established rates.
4. In some departments, a Senior Electrical Inspector may be assigned to evening and weekend work and to extended workday assignments.

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, SEPTEMBER 3, 2015.**

SELECTION PROCESS

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

The examination will consist entirely of an evaluation of experience and personal qualifications by interview. In the interview, emphasis may be placed on the adequacy of the candidate's knowledge, experience, training and personal qualifications as they provide the knowledge of: Electrical Code provisions and administrative regulations related to electrical inspection; electrical services, systems, and equipment; policies and codes related to issuance of Order to Comply notices; State of California Energy Conservation regulations pertaining to wiring methods, switches, and controls; codes related to motors and controllers; minimum requirements of the City of Los Angeles Electrical Code; Equal Employment Opportunity and Civil Service Rules, including grievances and discipline; supervisory principles and practices; ability to motivate, delegate, direct, and evaluate the work of subordinates; organize and maintain records of job progress and daily work; read and work from electrical plans; recognize substandard wiring or other conditions posing threat to life or property; effectively communicate orally and in writing; deal tactfully and effectively with others; and other necessary skills, knowledge, and abilities.

At the time of the interview, candidates will be required to prepare some written material related to the duties of a Senior Electrical Inspector. This material will not be separately scored, but will be presented to the interview board for discussion with the candidate and for consideration in the overall evaluation of the candidate. Candidates who fail to complete the advisory essay will be disqualified. Candidates may anticipate that personal computers (PCs) will be made available to type their advisory essay 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 interviews will begin during the period of **OCTOBER 19, 2015 to OCTOBER 30, 2015.**

NOTES:

1. This examination is based on a validation study.
2. 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.
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. 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.
5. A final average score of 70% is required to be placed on the eligible list.
6. You must have received a regular appointment to a City position or be on a reserve list to file on a promotional basis.
7. 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.
8. 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 candidates' City application by Personnel Department staff to ensure that the minimum qualifications have been met.
9. 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.