



City of Los Angeles

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City of Los Angeles Personnel Department

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UNDERGROUND DISTRIBUTION CONSTRUCTION MECHANIC

Class Code: 3812

Open Date: 07-25-14

ANNUAL SALARY

\$67,985 to \$84,480 and \$84,438 to \$89,136

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 covers multiple pay grades and is subject to change. You may confirm the starting salary with the hiring department before accepting a job offer.

DUTIES

An Underground Distribution Construction Mechanic constructs, maintains, and repairs underground ducts, maintenance holes, and vaults.

REQUIREMENT

Two years of full-time paid experience as a Maintenance Laborer with the City of Los Angeles or in a position which provides experience in maintenance and construction work involving pipeline construction, asphalt work, electrical conduit construction, or concrete and cement work or carpentry.

NOTES:

1. Candidates 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. Underground Distribution Construction Mechanics are required to do heavy manual labor, climb ladders, climb over trench jacks, crawl in tunnels, and operate jackhammers and other pneumatic tools.
3. Some positions may require a valid California Class A (and/or Class B) driver's license. Applicants for such positions will be disqualified and not eligible for hire if within the past 36 months they 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. 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.

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> for Open Competitive Examinations and at <http://agency.governmentjobs.com/lacity/default.cfm?promotionaljobs=1> for Promotional Examinations.

APPLICATION DEADLINE

Applications must be received by **THURSDAY, AUGUST 7, 2014.**

NOTE:

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) Los Angeles City Promotional applicants who meet the minimum requirements. You must have received a regular appointment to a City position or be on a reserve list to apply for this examination as a promotional candidate; 2) Applicants currently employed by the City of Los Angeles on a part-time or exempt basis who meet the minimum requirements; 3) 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 July 25, 2014 in the event that additional applicants need to be tested to meet hiring needs.

SELECTION PROCESS

Examination Weight: Written Test100%

The examination will consist entirely of a multiple-choice written test in which candidates may be examined for knowledge of: operation and minor maintenance of power and hand tools; characteristics, techniques, maintenance, and use of tools, materials, and equipment used in Portland cement, concrete, cement grout work and asphalt work; tools, materials, equipment, methods and procedures in electrical conduit work; characteristics and handling of materials used in form construction; methods and procedures involved in digging, shoring, and cribbing; rigging techniques; standard hand signals used in construction work; procedures and equipment for testing explosive gases; safety principles and practices including Department of Water and Power and State Construction Safety Orders; basic first aid practices and procedures; traffic control methods for construction activities; basic arithmetic; the ability to read and interpret construction plans and diagrams for maintenance holes, vaults, and conduit lines; deal tactfully and effectively with the public and coworkers; and other necessary skills, knowledge and abilities.

Candidates will be notified by mail of the time and location of the written test, which will be administered in a single half-day session on **SATURDAY, OCTOBER 25, 2014** in Los Angeles.

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 review.
2. Based on City policy, before being hired in this position, 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. 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. 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 at the rate of 0.25 of a point for each year of continuous classified City service, the Civil Service Commission, upon request of the appointing authority, may approve certification of such open competitive candidates ahead of the promotional candidates.
6. A final average score of 70% is required to be placed on the eligible list.
7. You must have received a regular appointment to a City position or be on a reserve list to file on a promotional basis.
8. 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.

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 BOTH ON AN INTERDEPARTMENTAL PROMOTIONAL AND 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.

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