



# City of Los Angeles

A great place for a career

City of Los Angeles Personnel Department

[per.lacity.org](http://per.lacity.org)

## BUILDING OPERATING ENGINEER

**Class Code: 5923**

**Open Date: 08-21-15**

**(Exam Open to All, including Current City Employees)**

### **ANNUAL SALARY**

\$88,113 and \$90,807 (flat-rated)

### **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](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. The current salary range is subject to change. You may confirm the starting salary with the hiring department before accepting a job offer.
4. Most positions may require night and weekend work. Candidates willing to work various shifts are especially desired. Higher salaries are paid for shift work.

### **DUTIES**

A Building Operating Engineer operates, monitors, and performs maintenance on high pressure gas or oil fired boilers, gas or steam turbines, energy recovery boilers and heat exchangers, other heating systems, and their auxiliaries in supplying steam or high temperature hot water for space heating and similar purposes; operates, monitors, and performs maintenance on large tonnage capacity chillers used for air-conditioning, including all auxiliary related equipment such as condensers, cooling towers, pumps, and air compressors; performs water treatment tests and analysis; monitors and maintains other building service equipment; operates and programs computer based building automation systems, trouble-shoot program control sequence of operation, operates and maintains various types of refrigeration and air conditioning air handling units, operates and monitors computer based lighting control systems; responds and investigates building tenant service requests; tests and monitors fire life and safety alarm systems; maintains the building operability while optimizing equipment performance for efficient energy management and energy reduction.

### **REQUIREMENT**

A valid unlimited Steam Engineer's license issued by the Department of Building and Safety of the City of Los Angeles is required at the time of filing.

### **NOTES:**

1. Applicants must list their unlimited steam engineer's license and date in the Special Licenses section of the application.
2. A valid universal Environmental Protection Agency (EPA) certificate is required prior to appointment pursuant to Section 608 of the Clean Air Act.
3. All positions at the Los Angeles World Airports require a turbine endorsement issued by the Los Angeles Department of Building and Safety prior to the completion of probation.
4. 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 conviction of a major moving violation (such as DUI).

### **WHERE TO APPLY**

Applications will only 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.

### **NOTES:**

1. Applicants are urged to apply early to ensure you have time to resolve any technical issues you may encounter.
2. All application materials must be complete at the time of filing for you to be considered a candidate in this examination.

**AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

## **APPLICATION DEADLINE**

**Applications must be received by THURSDAY, SEPTEMBER 3, 2015.**

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 interview 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 August 21, 2015 in the event that additional applicants need to be tested to meet hiring needs.

## **SELECTION PROCESS**

**Examination Weights: Written . . . . . Qualifying  
Interview . . . . . 100%**

The examination will consist of a qualifying written test and an interview. In the qualifying written test, which will consist of multiple-choice questions, the following competencies may be evaluated: interpersonal skills, job knowledge, teamwork, safety focus, objectivity, equipment operation, mechanical aptitude, electrical understanding, and customer service.

In the interview, the following competencies may be evaluated: interpersonal skills, job knowledge, teamwork, safety focus, objectivity, equipment operation, electrical understanding, and customer service.

Additional information can be obtained by going to <http://per.lacity.org/eeo/JobAnalyses.htm> and clicking on Competencies under Building Operating Engineer.

### **Passing Score for Qualifying Written Test**

The passing score for the qualifying written test will be determined by Personnel Department staff after the qualifying written test is administered. Consideration will be given to the number of candidates taking the test and the 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 multiple-choice written test may be set either above or below 70%.**

Candidates must achieve a passing score on the qualifying written test in order to be called for the interview. The examination score will be based entirely on the interview.

Candidates will be notified later by e-mail of the time and location of the written test, which will be administered in a single, half-day session on **SATURDAY, OCTOBER 31, 2015** 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 tests will not be subject to candidate inspection.
2. Based on the Federal Omnibus Transportation Employee Testing Act of 1994, you may be required to undergo mandatory drug and alcohol testing prior to and during employment in this class.
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. 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).
5. A final average score of 70% in the interview portion of the examination is required to be placed on the eligible list.

### **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.

**Class Code 5923 . . . . . 08-21-15**