



# City of Los Angeles

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City of Los Angeles Personnel Department

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## SENIOR TRANSPORTATION INVESTIGATOR

**Class Code: 4273**

**Open Date: 11-14-14**

### **ANNUAL SALARY**

\$62,472 to \$91,329

### **NOTE:**

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 Transportation Investigator assigns, reviews and evaluates the work of Transportation Investigators engaged in the enforcement of transportation regulations or transportation franchise provisions in the City of Los Angeles; monitors parking meter revenue collection personnel and related facilities and activities; may perform the more difficult inspections and investigations or the surveillance of suspects in the theft of revenue; makes arrests and appears in court on such matters; prepares reports and makes recommendations to the Board of Transportation Commissioners and Board of Taxicab Commissioners; and applies sound supervisory principles and techniques in building and maintaining an effective workforce.

### **REQUIREMENT**

Two years of full-time paid experience as a Transportation Investigator or in a class at that level performing regulatory inspection, investigation of violations, and enforcement of legal requirements.

### **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. Applicants must clearly state qualifying experience in all three areas.
3. A valid California driver's license is required prior to appointment. Applicants will be disqualified and not eligible for hire 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).
4. Possession of a California Commission on Peace Officer Standards and Training (P.O.S.T.) Certificate Penal Code Section 832 (Laws of Arrest, Search, and Seizure) is required prior to completion of the probationary period.

### **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, NOVEMBER 27, 2014.**

## **SELECTION PROCESS**

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

The examination will consist of an advisory essay and an interview. The examination score will be based entirely on the interview. In the interview, emphasis may be placed on the candidate's experience, training, and personal qualifications as they demonstrate the knowledge of: State provisions, Los Angeles City Charter, Los Angeles Municipal Code regulations, and Board of Transportation and Taxicab Commissioners policies and procedures as they relate to licensing and permit procedures for regulating and controlling the operation of vehicles-for-hire and LA City parking; mechanical features and safety devices sufficient to make visual and minor inspections for safety; operating practices of owners and drivers of motor vehicles; interview and interrogation techniques; laws of arrest applicable to enforcement of laws and regulations governing motor vehicles for hire or theft of public funds; pertinent City and Personnel Department rules, policies and procedures including Memorandum of Understanding and Equal Employment Opportunity; fundamental principles and practices of supervision including planning, delegating, motivating, training, evaluating and disciplining employees; basic computer skills; the ability to direct and coordinate the work of groups of employees engaged in a variety of enforcement and transportation issues; communicate effectively both orally and in writing; present information or explain procedures in a clear and concise manner; deal tactfully and effectively with other City departments, governmental agencies, private contractors, and the public; 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 and responsibilities of a Senior Transportation Investigator. 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 session may be disqualified. Candidates may anticipate that PCs (personal computers) will be made available to type their writing exercise 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 the interviews will begin during the period of **JANUARY 19, 2015 to JANUARY 30, 2015.**

### **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](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. 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.
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. 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 employment application by Personnel Department staff to ensure that minimum requirements are met.

### **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.