



City of Los Angeles

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City of Los Angeles Personnel Department

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PRINCIPAL UTILITY ACCOUNTANT

Class Code: 1589

Open Date: 03-20-15

Revised: 03-23-15

(Exam Open to Current City Employees)

ANNUAL SALARY

\$113,733 to \$141,315; \$129,727 to \$161,172; \$145,638 to \$180,966; and \$196,230 to \$243,794

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.
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 Principal Utility Accountant plans, directs, and coordinates the work of a division or major section engaged in accounting, financial, and/or auditing activities of the Department of Water and Power and Joint Power Agencies; or may act in the absence of the Auditor (Chief Financial Officer), and assist in administering the financial activities of the Department of Water and Power; applies sound supervisory principles and techniques in building and maintaining an effective work force; and fulfills equal employment opportunity responsibilities.

REQUIREMENT

Two years of full-time paid professional accounting or financial auditing experience with the City of Los Angeles in a class at the level of Senior Utility Accountant.

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 driving violations and/or at-fault accidents, or a conviction of a major moving violation (such as DUI).

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.

APPLICATION DEADLINE

Applications must be received by THURSDAY, APRIL 02, 2015.

NOTE:

Applicants are urged to apply early to ensure you have time to resolve any technical issues you may encounter.

SELECTION PROCESS

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

The examination will consist entirely of an evaluation of professional and personal qualifications by interview. In the interview, emphasis may be placed on the candidate's experience, training and background as they demonstrate the knowledge of: budgetary principles, including the purpose and function of budgets; City Charter sections pertaining to the Department of Water and Power's budget, bonds and expenditures; Generally Accepted Auditing Standards (GAAS); governmental tax regulations; Federal Energy Regulatory Commission (FERC) and Public Utilities Commission (PUC) accounting guidelines; data processing concepts; financial principles and terms; supervisory principles and practices, including equal employment opportunity responsibilities; and the ability to manage accounting a financial system projects and upgrades; interpret and apply management and personnel policies; interpret complex written documents; work effectively with other DWP divisions's staffs, other utilities, and public and private organizations; 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 Principal Utility Accountant. This essay 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 may be disqualified. Candidates may anticipate that PCs (personal computers) will be made available to type their advisory essay responses.

Candidates will be notified later by e-mail of the date and location of the interview, which will be held in Los Angeles. It is anticipated that interviews will begin during the period of **MAY 25, 2015 through JUNE 05, 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.
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. Applicants will accrue seniority credit at the rate of 0.10 of a point for each year of continuous City service in those classes which provide qualifying experience for this position. A maximum of one point will be added to the score of those candidates.
7. Appointment to this position is subject to a one-year probationary period as provided by Section 1011 of the Los Angeles City Charter.

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.