



# City of Los Angeles

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City of Los Angeles Personnel Department

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

## FIELD ENGINEERING AIDE

**Class Code: 7228**

**Open Date: 03-07-14**

### **ANNUAL SALARY**

\$62,326 to \$77,443.

The salary in the Department of Water and Power is \$73,894 to \$91,788.

### **NOTE:**

For information regarding reciprocity between the 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).

### **DUTIES**

A Field Engineering Aide performs sub-professional land surveying work or works with engineering personnel. A Field Engineering Aide may be required to climb fences, work in confined spaces, work with and around hot asphalt, and carry surveying equipment long distances over various types of terrain; also may be trained to operate Data Collectors, and to set up and operate GPS receivers.

### **REQUIREMENTS**

1. Successful completion of high school or college-level courses in algebra, geometry, trigonometry and 4 units in plane surveying, and one course in the following: drafting or computer aided drafting; or
2. One year of full-time paid experience as a member of a survey party.
3. A valid California driver's license.

### **NOTES:**

1. Candidates qualifying under Requirement #1 above must list pertinent courses, completion dates and schools attended as the online instructions specify.
2. 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 is met.
3. Applicants 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.

### **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.

### **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, MARCH 20, 2014.**

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) 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 March 7, 2014 in the event that additional applicants need to be tested to meet hiring needs.

**SELECTION PROCESS**

**Examination Weight: Written Test ..... 100%**

The examination will consist entirely of a multiple-choice written test in which candidates may be examined for knowledge of: surveying principles and practices; survey hand signals; safe and appropriate use of surveying tools, instruments and equipment; safe and proper lifting techniques; basic traffic safety; engineering mathematics including algebra, geometry, and trigonometry and reading decimal units; numerical and descriptive terminology used in rough drafts and written instructions; the ability to follow written instructions; communicate effectively and tactfully with co-workers, supervisors, and the public; and other necessary skills, knowledge and abilities.

**APPROVED CALCULATORS**

Each candidate may bring one hand-held, non-programmable, non-qwerty, self-contained calculator. A voltage supply **will not** be available in the examination room. A cellular phone with calculator functions **will not** be allowed.

Candidates will be notified by mail of the time and location of the written test, which will be administered on **SATURDAY, MAY 3, 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 inspection.
- 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. A final average score of 70% is required to be placed on the eligible list.
- 5. Based on City policy, before being hired in one of these positions, you may be required to undergo a drug and alcohol screening test.

**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.