



# City of Los Angeles

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City of Los Angeles Personnel Department

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## AQUEDUCT AND RESERVOIR KEEPER

**Class Code: 5813**

**Open Date: 11-28-14**

### **ANNUAL SALARY**

\$54,308 to \$67,484; \$60,280 to \$74,875; and \$63,099 to \$78,383

Candidates from the eligible list are normally appointed to vacancies in the lower pay grade position.

### **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](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**

An Aqueduct and Reservoir Keeper patrols and inspects a reservoir, a section of an aqueduct, or water shed to locate actual or potentially unsafe or unsanitary conditions; operates gates and valves as instructed to control the flow of water; monitors pressure, flow and various alarm systems; operates remote valves through electrical control panels; and maintains reservoir grounds.

### **VACANCIES**

It is expected that most appointments made from the eligible list resulting from this examination will be to positions that are located in the Owens Valley near Bishop, Independence, and Lone Pine, California and Antelope Valley near Mojave, California.

**NOTE:** Some positions in the Owens Valley may require at least one year of data entry experience.

### **REQUIREMENTS**

1. Two years of full-time paid experience with water systems facilities in construction, maintenance, or operations; or
2. Two years of full-time paid experience operating or maintaining large irrigation systems.

### **NOTES:**

1. Applicants who lack six months or less of the above 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 violations and/or at-fault accidents, or a conviction of a major moving violation (such as DUI).
3. Candidates must possess and maintain the physical stamina and agility to be able to climb ladders, walk on top of pipelines and work in cramped and confined spaces.

### **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 and 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.

**AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

## **APPLICATION DEADLINE**

Applications must be received by **THURSDAY, DECEMBER 11, 2014.**

## **SELECTION PROCESS**

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

This examination will consist entirely of a written test comprised of multiple-choice questions, in which candidates may be examined for knowledge of: operation, function, and nomenclature of equipment including gates, screen systems, pumps, drainage systems, irrigation systems, tower gates, and related equipment and facilities; tools and materials used to make minor repairs to aqueduct or reservoir facilities; methods and procedures used to make minor repairs to aqueduct or reservoir facilities; procedures used in maintaining aqueduct and reservoir grounds including gardening techniques, and weed and pest control; elementary hydraulics theory involving the flow and storage of water as well as techniques for measuring water flow and pressure capacity; procedures for reading and interpreting various instruments such as flow meters, manometers, staff gauges, pressure gauges, and miscellaneous weather gauges; elementary mathematics; safety procedures and practices including first aid, accident prevention, firefighting techniques, safe driving and boating techniques, applicable Cal/OSHA and DWP safety laws, rules, and procedures; supervision including planning and directing the work of subordinates and providing instructions; techniques for relating effectively to the public; and the ability to: complete and maintain logs and records; and other necessary skills, knowledge and abilities.

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, JANUARY 17, 2015**, in Los Angeles and Bishop, California.

### **NOTES:**

1. This examination is based on a validation study, and as provided by the 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 they do not possess the minimum qualifications stated on this bulletin.
4. 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.
5. A final average score of 70% is required to be placed on the eligible list.
6. In conjunction with Civil Service rules, applicants who are current eligible City employees 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 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.