



City of Los Angeles

A great place for a career

City of Los Angeles Personnel Department

per.lacity.org

ENVIRONMENTAL SUPERVISOR

Class Code: 7304

Open Date: 08-07-15

(Exam Open to Current City Employees)

ANNUAL SALARY

\$85,357 to \$106,049 and \$92,769 to \$115,278

The salary in the Department of Water and Power is \$95,964 to \$119,245 and \$104,587 to \$129,936.

NOTES:

1. Candidates from the eligible list are normally appointed to vacancies in the lower pay grade positions.
2. For information regarding reciprocity between City of Los Angeles departments and LADWP, go to: http://per.lacity.org/Reciprocity_CityDepts_and_DWP.pdf
3. 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 Environmental Supervisor assigns, reviews and evaluates the work of professional personnel and/or consultants engaged in the analysis, review, investigation, study and implementation of environmental policies, regulations, legislation and programs; personally performs the more difficult, technical and/or sensitive assignments; prepares environmental documents; manages large environmental and natural resources projects and programs including regulatory compliance programs and grant funded projects; 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 experience with the City of Los Angeles as an Environmental Specialist or in a class at that level which provides experience in the analysis or implementation of environmental legislation, regulations, policies and programs, or in the prediction, assessment, measurement, clean-up, and control of environmental pollutants.

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 violations and/or at-fault accidents, or a conviction of a major moving violation (such as DUI).
3. Some positions may require the possession of a State of California Registered Environmental Health Specialist Certification prior to appointment.
4. Some positions may require the possession of a State of California Distribution System Operator Certificate prior to appointment.

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 available at <http://agency.governmentjobs.com/lacity/default.cfm?promotionaljobs=1> for Promotional Examinations.

APPLICATION DEADLINE

Applications must be received by **THURSDAY, AUGUST 20, 2015.**

NOTE:

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

SELECTION PROCESS

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

In the interview, emphasis will be placed on the candidate's experience, training, and personal qualifications as they provide the knowledge of: ecological systems including urban, terrestrial, fresh water and marine systems as well as biology of local plants, animal, and bird communities to determine potential effects of projects on these environments, make recommendations for alternatives, and develop mitigations; methods of water and waste water treatment employed by the City of Los Angeles to make recommendations for improvements, discuss alternatives with the scientific community and respond to inquiries and complaints from the general public; methods to eliminate, reduce, control or mitigate pollutants, such as discharges into the ocean, surface water or ground water; noise pollution from aircraft, vehicles, facilities or construction activities; and air emissions using control technologies to determine feasibility of physical or procedural alternatives to minimize adverse effects; technical documents; regional environmental issues to respond to inquiries, meet and confer with regional environmental organizations, provide expert testimony at public hearings, and provide advice to management; contemporary environmental issues facing the City, such as alternative fuels or renewable energy; alternative water sources; sustainability principles and environmental auditing; conservation measures for water and energy; best management practices for pollution prevention; technologies such as green tech or clean tech; and waste minimization and recycling; local, State, and Federal ordinances and laws sufficient to evaluate proposed projects and determine compliance with these regulations; City policies, procedures, and rules related to personnel, discipline, and Equal Employment Opportunity (EEO); supervisory principles and practices sufficient to supervise subordinate employees; functions and jurisdictions of City Council, Council Committees and various environmental agencies to determine which agency has jurisdiction in any given situation; the ability to: work effectively within the political and organizational setting of City government; think creatively; interpret technical information and communicate findings and relevancy to non-technical personnel; organize, plan, and schedule multiple work activities; communicate orally sufficient to extract technical information through oral questioning, provide expert testimony at public hearings, negotiate agreements between public and private entities, and present educational and scientific information on environmental issues to the public and environmental advocates; use initiative when feasible in demonstrating personal commitment and concern for accuracy and thoroughness of environmental and scientific information and sound environmental management; and other necessary skills, knowledge and abilities.

At the time of the interview, candidates will be required to prepare some written material on a topic related to the duties and responsibilities of an Environmental Supervisor. 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 writing session will be disqualified. Candidates may anticipate that PCs (personal computers) will be made available to type their advisory essay responses.

Candidates will be notified 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 for this examination will begin during the period of **OCTOBER 5, 2015 to OCTOBER 16, 2015**.

NOTES:

1. This examination is based on a content validation study.
2. 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.
3. 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.
4. A final average score of 70% is required to be placed on the eligible list.
5. 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.
6. In accordance with Civil Service Rule, Sec. 4.24, review periods may be combined. Candidates in the examination process may file protests as provided in Sec. 4.20, 4.22, 4.23 as applicable and within the required time frame; however, the Personnel Department may respond to and resolve protests prior to the establishment of the eligible list.
7. You must have received a regular appointment to a City position or be on a reserve list to file on a promotional basis.

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.