



# City of Los Angeles

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City of Los Angeles Personnel Department

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## SENIOR CARPENTER

**Class Code: 3345**

**Open Date: 10-17-14**

### **ANNUAL SALARY**

\$83,457 flat-rated

### **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 Carpenter acts as a lead for and works with a crew of Carpenters and other employees doing skilled rough and finish carpentry in building and repairing wooden structures and articles; is responsible for tracking projects to ensure that the work proceeds in a proper manner; and does related work.

### **REQUIREMENT**

Two years of full-time paid experience as a journey-level carpenter or cabinet maker.

### **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. "Journey-level" refers to a completion of a recognized apprenticeship in carpenter or cabinetmaker; or at least six years of full-time paid experience performing carpenter or cabinetmaker work.
3. Some positions may require a valid California driver's license or Class B 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 violations (such as DUI). For positions requiring a valid Class B driver's license, candidates must submit a commercial driving history in accordance with the California Department of Motor Vehicles CVC Section 1808.1.
4. Candidates must achieve a passing score in the qualifying written test in order to be called for the interview.

### **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, OCTOBER 30, 2014.**

### **NOTE:**

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

## **SELECTION PROCESS**

<b>Examination Weights:</b>	<b>Written Test</b> .....	<b>Qualifying</b>
	<b>Interview</b> .....	<b>100%</b>

The examination will consist of a qualifying multiple-choice written test and an interview. In the qualifying written test, which will consist of multiple-choice questions, candidates may be examined for knowledge of: laying out and squaring up a construction site; methods used to detect grades; types, use, and installation of finish hardware, metal studding systems and their installation, methods of preparation and installation of floor coverings; laying out and constructing wood, concrete stairs, and metal forms for concrete work; methods of design and fabrication of cabinet and wood parts; types of wood used in rough and finish carpentry; types and uses of wood parts; glues and adhesives used in carpentry; grades of sheetrock, plywood, composition board, and particle board; hand tools, portable power tools, and stationary power tools used in the carpentry field; specialized equipment used for cutting, fitting, and joining rough and finished lumber; symbols and terminology used on plans, blueprints, and sketches; building code pertaining to rough framing and stair construction; basic mathematics; CAL/OSHA rules, requirements, and general safety standards; methods used to estimate time, labor, and materials to complete jobs; proper sequences in the building trades in construction work; supervisory methods and techniques; the ability to: read and interpret plans, blueprints, and sketches to determine if completed work meets specified standards of workmanship; and other necessary knowledge, skills, and abilities.

### **Passing Score for Qualifying Written Test**

The passing score for the qualifying written test will be determined by Personnel Department staff after the qualifying written test is administered. Consideration will be given to the number of candidates taking the test and the existing and anticipated number of vacancies, such that there are a sufficient number of eligibles on the list to satisfy current and future vacancies for the next two years. **Therefore, the passing score for the qualifying multiple-choice written test may be set either above or below 70%.**

Candidates must achieve a passing score in the qualifying written test in order to be called for the interview.

The examination score will be based entirely on the interview. In the interview, candidates may be examined for knowledge of: methods of design and fabrication of cabinet and wood parts; CAL/OSHA rules, requirements, and general safety standards; methods used to estimate time, labor, and materials to complete jobs; capabilities of tools and equipment to estimate job requirements; proper sequences in the building trades in construction work; supervisory methods and techniques; Equal Employment Opportunity laws, regulations, and responsibilities; the ability to: determine if completed work meets specified standards of workmanship; schedule personnel, material, and equipment; communicate with individuals and large groups to obtain information, explain procedures, policies, methods of performing tasks, and counseling; interact tactfully and effectively with others; and other necessary knowledge, skills, 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, DECEMBER 13, 2014**, in Los Angeles.

### **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. 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. You must have received a regular appointment to a City position or be on a reserve list to file on a promotional basis.
7. The incumbents of some positions in this class may be required to pass an annual or periodic work fitness evaluation to determine their eligibility for continued employment in this class.

### **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.