



City of Los Angeles

A great place for a career

City of Los Angeles Personnel Department

per.lacity.org

IRRIGATION SPECIALIST

Class Code: 3913

Open Date: 08-24-18

(Exam Open to Current City Employees)

ANNUAL SALARY

\$47,940 to \$70,156

NOTE:

Annual salary is at the start of the pay range. The current salary range is subject to change. Please confirm the starting salary with the hiring department before accepting a job offer.

DUTIES

An Irrigation Specialist performs skilled irrigation work by installing and repairing irrigation systems including sprinkler heads, fittings, valves, water lines, and irrigation control wiring. Incumbents may also perform routine ground maintenance and landscaping work and may act as a lead worker over employees engaged in irrigation, ground maintenance, or landscaping work.

REQUIREMENTS/MINIMUM QUALIFICATIONS

1. One year of full-time paid experience as a Senior Gardener with the City of Los Angeles performing work on irrigation systems including repairing and replacing sprinkler heads, fittings, valves, and irrigation water lines; **or**
2. Two years of full-time paid experience as a Gardener Caretaker with the City of Los Angeles performing work on irrigation systems including repairing and replacing sprinkler heads, fittings, valves, and irrigation water lines.

PROCESS NOTES

1. All applicants must submit a copy of their City of Los Angeles "Verification of Work Experience" (VWE) form with the required signatures, verifying their experience performing work on irrigation systems including repairing and replacing sprinkler heads, fittings, valves, and irrigation water lines. The form may be downloaded at <http://per.lacity.org/exams/vwe-sup.pdf>. Applicants may attach the completed VWE form to their on-line application at the time of filing, or will have seven (7) calendar days from the on-line submission date to email a copy of their completed VWE form to per.appdocs@lacity.org. The subject line of your email must include the exam title, your name and indication it is a VWE. In the body of your email, you must also include your first and last name, last four digits of your Social Security Number and contact phone number. Applicants who fail to submit their signed VWE form within the time required will not be considered further in this examination.
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 requirement is met.
3. Some positions may require a valid California driver's license prior to appointment. Candidates may be disqualified and not be eligible for hire 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).

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 <https://www.governmentjobs.com/careers/lacity/promotionaljobs>.

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

For additional information and FAQs regarding the City's hiring process, please go to: <http://per.lacity.org/index.cfm?content=employmenttestingprocess>

APPLICATION DEADLINE

Applications must be received by **THURSDAY, SEPTEMBER 6, 2018.**

SELECTION PROCESS

Examination Weight: Multiple-Choice Test100%

The examination consists entirely of a weighted multiple-choice test administered and proctored on-line. In the on-line multiple-choice test, the following competencies may be evaluated: Reading Comprehension, Mathematics, Judgment and Decision Making, Self-Management, Safety Focus, Teamwork, and Job Knowledge, including knowledge of: practices and techniques used to repair and replace irrigation piping systems including main and lateral water lines, valves, and sprinkler heads; trenching and shoring techniques used in irrigation installations and repairs; the use of gardening and maintenance equipment and tools; care and maintenance of the irrigation of golf courses, recreation areas, parkways, and grounds around buildings; City, State and Federal water rules and regulations, and other necessary skills, knowledge, and abilities.

Additional information can be obtained by going to <http://per.lacity.org/index.cfm?content=jobanalyses> and clicking on Competencies under Irrigation Specialist.

The multiple-choice test will be proctored and administered on-line during a single session. Candidates invited to participate in the on-line multiple-choice test will be able to take the test from any location using a computer with a webcam and a reliable internet connection. Candidates will receive an email from the City of Los Angeles outlining the dates and specific steps on how to take the multiple-choice test on-line. It is anticipated that the remote proctored multiple-choice test will be held in **OCTOBER 2018**. Candidates who do not complete and submit the remote proctored multiple-choice test on-line using a computer by the specified date and time will not be considered further in this examination.

NOTES:

1. This examination is based on a validation study, and as provided by Civil Service Commission Rule 4.20, the multiple-choice test will not be subject to candidate inspection.
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. You must have received a regular appointment to a City position or be on a reserve list to file on a promotional basis.
6. 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.
7. 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 and 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.

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.