



# City of Los Angeles

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City of Los Angeles Personnel Department

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## WELDER

**Class Code: 3796**

**Open Date: 04-25-14**

### **ANNUAL SALARY**

\$75,314 Flat-Rate

The salary for the Harbor Department is \$76,838 Flat-Rate.

The salary range in the Department of Water and Power is \$75,105 to \$97,822. The salary range covers multiple pay grades within the class.

### **DUTIES**

A Welder performs skilled heating, welding, plasma cutting, and brazing, using arc, flux core, MIG, TIG and plasma welding on a variety of modern metals in a shop or in the field, using oxyacetylene and electric welding equipment; layout and fabrication work, using hand, foot and power shears, hydraulic punch presses, notchers, benders, drill presses, disc sanders, bench and box breaks, rollers, and a variety of hand tools; reads blueprints, and maintains equipment, performing minor mechanical repairs.

### **NOTE:**

A Welder may weld at various heights, including working on scaffolding, in excavations, boats, barges, container cranes, on fuel tanks, and in other hazardous locations.

### **REQUIREMENTS**

1. Completion of a recognized apprenticeship as a welder; or
2. Four years of full-time paid experience in the following welding processes: shielded metal arc, tungsten inert gas, gas metal arc, and oxyacetylene cutting. (Applicants must list on their City application Work Experience section the specific welding processes performed for each employer.)

### **NOTES:**

1. A LICENSE AS A CERTIFIED WELDER FOR STRUCTURAL STEEL ISSUED BY THE LOS ANGELES CITY DEPARTMENT OF BUILDING AND SAFETY IS REQUIRED FOR ALL POSITIONS IN THE GENERAL SERVICES DEPARTMENT, FOR MOST OTHER POSITIONS IN THE CITY, AND IN THE DEPARTMENT OF WATER AND POWER PRIOR TO APPOINTMENT.
2. Applicants filing under Requirement Number 1 must submit an apprenticeship certificate.
3. 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.
4. In accordance with Section 608 of the Clean Air Act, an Environmental Protection Agency approved Technician Certificate may be required for some positions prior to appointment.
5. Prior to appointment to some positions, Welders will be required to pass the tests for Operator Qualification in accordance with Section IX of the ASME Boiler and Pressure Vessel Code.
6. Some positions may require a valid California Class B driver's license. Applicants for such positions 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. For positions requiring a valid California Class B driver's license, applicants must submit a commercial driving history in accordance with the California Department of Motor Vehicles CVC Section 1808.1.
7. Completion of a welding program at a recognized institution may be substituted for each year of experience lacking up to a maximum of two years at a rate of 15 units in welding to one year of experience.
8. Candidates may attach a copy of their apprenticeship certificate to their online application at the time of filing, or will have 7 calendar days from the submittal of their on-line application to submit a copy of their apprenticeship certificate to the Personnel Department Building, 700 E. Temple Street, Room 100, Los Angeles, CA 90012. Applicants who fail to submit these documents within the time required will not be considered further in this examination and their applications will not be processed.

### **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, MAY 8, 2014.**

### **NOTE:**

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) Los Angeles City promotional applicants who meet the minimum requirements. You must have received a regular appointment to a City position or be on a reserve list to apply for this examination as a promotional candidate; 2) Applicants currently employed by the City of Los Angeles on a part-time or exempt basis who meet the minimum requirements; 3) 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 April 25, 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: the operation, adjustment and maintenance of acetylene and electric welding and cutting equipment; cutting, welding, brazing, hard-facing, and electrical heating; the inert gas welding process; oxyacetylene and air arc cutting; types of welds, joints and welding rods used in welding various metals; properties of ferrous and nonferrous metals in relation to welding and processes necessary to secure welds; stress relieving and annealing; hazards and safety principles and practices applicable to welding operations, including first aid; ability to layout and fit-up work; and other necessary skills, knowledge and abilities.

Candidates will be notified by mail of the time and location of the written test, which will be administered in a single half-day session on **SATURDAY, JUNE 28, 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. Based on City policy, before being hired in this position, you may be required to undergo a drug and alcohol-screening test.
3. 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.
4. 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.
5. Applications are accepted subject to review to ensure that minimum qualifications are met. Candidates may be disqualified at any time it is determined that they do not possess the minimum qualifications stated in the bulletin.
6. 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).
7. A final average score of 70% is required to be placed on the eligible list.
8. You must have received a regular appointment to a City position or be on a reserve list to file on a promotional basis.
9. In conjunction with Civil Service rules, applicants who have received a regular appointment to a City position 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 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.