



City of Los Angeles

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City of Los Angeles Personnel Department

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BOAT CAPTAIN

Class Code: 5113

Open Date: 04-08-16

(Exam Open to All, Including Current City Employees)

ANNUAL SALARY

\$80,304 and \$88,364 (flat-rated)

\$95,860 (flat-rated) for positions assigned to Harbor Department Pilot Station only (Class Code 5113-H)

NOTES:

1. The salary range covers multiple pay grades within the class. Candidates from the eligible list are normally appointed to vacancies in the lower pay grade positions.
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

A Boat Captain operates a single engine and/or twin engine diesel-powered seagoing boat transporting port pilots at the Port of Los Angeles, personnel doing marine and environmental monitoring and research, towing pile-driving and work barges to various work locations, or operating a tour boat at the Port of Los Angeles; may perform minor maintenance on marine diesel engines, may supervise staff involved in the above activities; applies sound supervisory principles and techniques in building and maintaining an effective work force; and does related work.

REQUIREMENT

Three years of full-time paid experience in the operation of inboard motor boats on large bodies of water.

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. For most positions, a Master, Near Coastal Waters License for vessels of not more than 100 gross tons issued by the United States Coast Guard is required prior to appointment.
3. Boat Captains may be required to undergo pre- and post-employment drug and alcohol screening testing in accordance with Coast Guard regulations and City policy.
4. For positions with the Department of Public Works, Bureau of Sanitation, a Master, Near Coastal Waters License for vessels of not more than 200 gross tons (domestic tonnage) issued by the U.S. Coast Guard is required prior to appointment.
5. For positions at the Harbor Department Construction and Maintenance Division, a Master, Near Coastal Waters License for vessels 100 gross tons or greater and Master of Towing Vessels License with radar endorsement are required prior to appointment.
6. For positions assigned to the Harbor Department Pilot Station (designated as Class Code 5113-H), an employee must be available to work 12-hour shifts, 84 hours bi-weekly, including holidays.

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://www.governmentjobs.com/careers/lacity> for Open Competitive Examinations and at <http://www.governmentjobs.com/careers/lacity/promotionaljobs> 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, APRIL 21, 2016.

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 performance 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 8, 2016 in the event that additional applicants need to be tested to meet hiring needs.

SELECTION PROCESS

Examination Weight: Performance Test100%

The examination will consist entirely of a performance test in which candidates may be required to operate a diesel-powered seagoing boat between 40 feet and 90 feet in length and larger than 15 gross tons. Candidates who are unable to operate the boat skillfully and safely will be disqualified. The following competencies may be evaluated: judgment and decision making, safety focus, stress tolerance, composure, oral communication, equipment orientation including operation of: basic navigational instruments such as a radar, global positioning system, and compass in order to navigate a vessel under adverse weather conditions and in times of restricted visibility; vessel radios such as Very High Frequency (VHF) in order to follow proper procedures and communicate with dispatcher and other vessels; vessels such as tug boats, pilot boats, and research boats under various weather conditions sufficient to tow vessels such as barges, punts and small crafts, and objects such as pilings and timber, as well as to transport pilots, scientific/lab personnel and passengers; job knowledge including knowledge of: Inland and International Rules of the Road sufficient to properly operate a vessel; and other necessary skills, knowledge, and abilities.

As part of the performance test, candidates will also be asked a series of job-related questions. The candidates' answers to these questions will be considered in the raters' overall evaluation of the candidate's job qualifications for Boat Captain.

Additional information can be obtained by going to <http://per.lacity.org/eeo/jobanalyses.htm> and clicking on Competencies under Boat Captain.

Candidates will be notified later by e-mail of the date, time and location of the performance test, which will be held in Los Angeles. It is anticipated that the performance test will begin during the period of **MAY 31, 2016 to JUNE 10, 2016**.

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.
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% or above is required to be placed on the eligible list.
5. 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.
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. 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.
8. If in accordance with the Rule of Three Whole Scores all applicants are eligible for appointment consideration, the examination will consist entirely of an evaluation of the candidates' City employment application by Personnel Department staff to ensure that the minimum qualifications have been met.

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.

Class Code 5113 04-08-16