



Agenda Item No. 8

Date: March 22, 2019
To: Civil Service Commission
From: Alejandrina Basquez, Director of Human Resources 
Subject: NEW JOB CLASSIFICATION SPECIFICATION – GAS FIELD TECHNICIAN

The Human Resources Department recommends that the Civil Service Commission approve a new classification of Gas Field Technician (Attachment A). The new Gas Field Technician classification is proposed based on the Energy Resources Department need for specialized skills necessary to ensure state and federal compliance associated with the delivery of natural gas to utility customers and certification requirements in the specialized areas of leak survey, corrosion control, telemetry, valves and regulatory maintenance.

The new classification will provide the department the ability to recruit candidates with the skills required to continue to deliver gas utility services to their customers while staying in compliance with existing and new federal and state law. The distinction in the grade levels are outlined in the attached classification specification.

The Gas Field Technician job classification is grouped with the Skilled and General-Basic bargaining unit represented by Association of Long Beach Employees (ALBE). To implement the new classification, the City engaged ALBE in the meet and confer process. The parties did not reach an agreement on these issues and ALBE declared impasse. The City opted to move forward with the implementation, and the Council adopted a Resolution (Attachment B) establishing the salary range for the Gas Field Technician job classification.

To implement the new classification, the Department of Human Resources requests the Commission to adopt the Gas Field Technician classification specification (Attachment A) as presented to ALBE.

Should you have any questions regarding this item, please contact Dana Anderson, Manager of Labor Relations at 8-6254.

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Attachments

Cc: David Honey, Interim Executive Director, Civil Service
Bob Dowell, Director, Energy Resources
Sandra Aguilar, Administrative Officer, Energy Resources
Fred Verdugo, Deputy Human Resource Director
Dana Anderson, Labor Relations Manager, Human Resources



**CITY OF LONG BEACH
CLASSIFICATION SPECIFICATION**

TITLE: GAS FIELD TECHNICIAN I - III

DEFINITION: Under general direction, performs State and Federal compliance activities and meter installations associated with the delivery of natural gas to gas utility customers.

Reports to: Gas Maintenance Supervisor or Gas Distribution Supervisor

DISTINGUISHING CHARACTERISTICS:

Grade Level I – Performs the journey-level duties of the classification such as surveying for leaks, responding to Underground Service Alerts, and monitoring corrosion control systems. Level I employees may assist higher-level, certified Gas Field Technicians with telemetry or advanced corrosion control duties.

Grade Level II – Performs moderately complex duties of the classification including corrosion control, valve, and regulator station maintenance, and/or telemetry.

Grade Level III – Performs the more complex corrosion control and/or telemetry duties; maintains and repairs the AMI network; and acts in a lead capacity.

EXAMPLES OF DUTIES:

- Surveys for leaks;
- Operates, paints, inspects, maintains, monitors, repairs, installs, troubleshoots, and removes natural gas distribution valves, pressure regulators, controls, commercial/industrial meter set assemblies, and other pipeline facilities;
- Investigates and repairs leaks on gas distribution pipeline facilities;
- Responds to, locates, and marks Underground Service Alert requests;
- Writes reports of work performed and prepares reports on daily, weekly, and monthly metering information;
- Reads and interprets sketches or diagrams of pipe system layouts;
- Performs other duties, as assigned.

Level II:

- Tests, maintains records, and monitors the cathodic protection system; maintains and repairs cathodic protection equipment; and identifies and corrects problems related to the cathodic protection system;
- Operates, installs, inspects, repairs, calibrates, removes, and maintains records for direct and remote equipment and instrumentation used for various telemetering operations, gas odorization, gas metering, pressure regulation and gas detection;
- Installs, maintains, and troubleshoots radio and telephone telemetry systems and low voltage electric circuits; and,

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CLASSIFICATION SPECIFICATION**

GAS FIELD TECHNICIAN I – III (continued)

- May train personnel.

Level III

- Performs skilled gas plant work in the installation and maintenance of telemetry and control devices and Supervisory Control And Data Acquisition (SCADA) systems;
- Through SCADA, monitors and provides reports to Engineering staff relating to gas system and corrosion area operations and system pressures to ensure compliance with Department of Transportation regulations and troubleshoots system anomalies;
- Oversees the parameters for gas systems operations;
- Maintains, troubleshoots, and repairs the AMI network;
- Provides general oversight of corrosion functions; and,
- May train and assist with training personnel.

MINIMUM REQUIREMENTS:

Grade Level I: Three years of experience as a Gas Construction Worker II or Gas Field Service Representative II or equivalent position.

A Department Operator Qualification certification for the tasks relating to the job assignment (i.e. leak survey, corrosion control, valves and regulator maintenance, or telemetry) must be obtained within the probationary period.

Grade Level II: Three years of experience in corrosion control, regulator/valve maintenance or telemetry and NACE Certification as a CP Tester, a Certificate of Training through a regulator manufacturer relating to regulators fundamentals of pressure regulation and operation of pressure regulating stations, or a Certificate of Training in flow computers, programmable logic controllers, or remote terminal units.

Grade Level III: - Five years of experience in corrosion control, regulator/valve maintenance or telemetry and NACE CP Technician certification or a Certificate of Completion of two years of electronics coursework in the installation, repair, and calibration of direct and remote equipment and instrumentation used for the transmitting of data for pressure monitoring, corrosion control monitoring, metering, and supervisory control of the flow and measurement of natural gas.

The ability to safely lift and move objects weighing up to 50 pounds, enter confined spaces, and work from heights.

Ability to operate a personal computer, tablet, or other electronic devices.

Ability to communicate effectively both orally and in writing, and perform mathematical calculations;

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CLASSIFICATION SPECIFICATION**

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GAS FIELD TECHNICIAN I – II (continued)

Knowledge of gas operated valve control equipment, programmable logic controllers, electronic pressure and temperature transmitters, orifice meters, turbine meters, timers, alarms, flow computers and digital multimeters used for corrosion control monitoring, metering, supervisory control of the flow and measurement of natural gas. (Level II and III)

Willingness and ability to work an alternative work schedule, overtime, weekends, holidays, irregular hours, and be on-call, as needed.

Valid California motor vehicle operator's license;

All employees in these classifications are subject to the Federal Department of Transportation Pipeline and Hazardous Material Safety Administration's (PHMSA) Anti-Drug & Alcohol Misuse/Prevention Program.

HISTORY:

Approval/Adoption Date:

Human Resources Department –

Civil Service Commission –



Date: April 3, 2019
To: Civil Service Commission
From: Sheree Valdoria, Personnel Analyst
Subject: **REQUEST TO ADOPT NEW CLASSIFICATION SPECIFICATION FOR GAS FIELD TECHNICIAN**

On March 27, 2019, the Civil Service Commission received a request from the Department of Human Resources to adopt the new classification specification for Gas Field Technician. Staff has reviewed this request and recommends approval in accordance with Article XI, Section 1101(d) of the City Charter.

Facts for Consideration

- The new Gas Field Technician classification specification is exclusive to the Energy Resources Department. This new classification is proposed based on the Department's need for specialized skills necessary to ensure state and federal compliance associated with the delivery of natural gas to utility customers and certification requirements in the specialized areas of leak survey, corrosion control, telemetry, valves and regulatory maintenance.
- The proposed minimum requirements for this classification are as follows:
 - Three years of experience as a Gas Construction Worker II or Gas Field Service Representative II or equivalent position.
 - A Department Operator Qualification certification for the tasks relating to the job assignment (i.e. leak survey, corrosion control, valves and regulator maintenance, or telemetry) must be obtained within the probationary period.
- The Gas Field Technician classification is grouped with the Skilled and General-Basic bargaining unit represented by the Association of Long Beach Employees (ALBE). To implement the new classification, the City (Department of Human Resources and Energy Resources Department) engaged ALBE in the meet and confer process. The parties did not reach an agreement on these issues and ALBE declared an impasse. The City opted to move forward with the implementation, and the Council adopted a Resolution establishing the salary range for the Gas Field Technician classification.

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Recommendation

- In accordance with Section 1101 (d) of the City Charter, staff recommends that the Civil Service Commission approve the request to adopt the new classification specification for Gas Field Technician.

Representatives from the Energy Resources Department and the Department of Human Resources are present to respond to any questions from the Commission.