

Job Title	AMBULANCE OPERATOR
Closing Date/Time	June 21, 2019
Salary	\$12.33 - \$12.51 hourly
Job Type	Classified - Full-Time, Permanent
Location	Long Beach, California
Department	FIRE- (CL)

Accepting online applications only. Apply online 24 hours a day, beginning June 7, 2019 through 4:30 p.m. June 21, 2019.

This is an entry-level public safety classification.

NOTE: Some positions work an alternate schedule in excess of 40 hours per week. All hours worked over 40 hours per week will be compensated at time and a half.

EXAMPLES OF DUTIES: Under general supervision, provides basic medical care and transport to the ill and injured within the scope of an Emergency Medical Technician; transports patients to hospitals or other emergency care facilities; responds to emergency medical calls for service including accidents and other emergencies; operates an emergency vehicle to and from the scene of an emergency; assists paramedics and other fire personnel and/or emergency medical personnel; monitors communications equipment to maintain contact with dispatchers and other fire personnel; assists receiving facility by recording patient's vital statistics and circumstances of the emergency; prepares electronic patient care reports for billing and other record keeping purposes; operates within Federal, State, County, and City laws, regulations, and guidelines including the Health Insurance Portability and Accountability Act (HIPAA); participates in training, public education, and station/equipment maintenance; performs other related duties as required.

REQUIREMENTS TO FILE:

- A valid State of California Emergency Medical Technician Certificate **(proof required) ***.
- A valid Health Care Provider CPR card or equivalent **(proof required) ***.
- A valid Ambulance Driver DMV Certificate **(proof required) ***.

Additional Requirements to File:

- Safely and effectively operate an emergency vehicle.
- Handle a high volume of emergency calls with tact and good judgment.
- Lift and carry heavy objects, including moving and transporting patients.
- Willingness to work any shift assignment including weekends, holidays, overtime, 12-hour shifts or 24-hour shifts.
- Successful completion of Incident Command System 100 and 700 is required within six (6) months of appointment.
- A valid driver's license and DMV driving record must be submitted to the hiring department at the time of selection.

***Required documents, such as a license or certificate, must be uploaded to the online application at the time of filing. Any proofs submitted must contain either the applicant's name or other identifying characteristics on the form.**

DESIRABLE QUALIFICATIONS:

Bilingual skills in English/Spanish or English/Southeast Asian; work and educational experience directed toward a career in Fire Service; six months of recent experience as an Emergency Medical Technician (EMT); successful completion of Incident Command System 100 and 700 certificates.

EXAMINATION WEIGHTS:

Application Packet..... Qualifying

This examination will be conducted using the continuous, non-competitive procedure. All applicants meeting the minimum requirements to file will be placed on the eligible list, with those receiving Veteran's Credit first and then in the order in which applications were filed. Eligible lists may be established periodically.

In support of the City's Language Access Policy, bilingual skills (Spanish, Khmer and/or Tagalog) are desirable for some positions interacting with the public.

If you have not received notification of the status of your application within two weeks of filing, please contact the Civil Service Department at (562) 570-6202.



This information is available in an alternative format by request at (562) 570-6202.

If special accommodation is desired, please contact the Civil Service Department two (2) business days prior to the test at (562) 570-6202.

For hearing impaired, call (562) 570-6638.

An Equal Opportunity Employer

Job Title	BATTALION CHIEF
Closing Date/Time	Fri. June 28, 2019 4:30 PM Pacific Time
Salary	\$4,774.16 to \$5,894.24 Biweekly
Job Type	Classified - Full-Time, Permanent
Location	Long Beach, California
Department	Fire - (CL)

Pre-posted for viewing beginning June 7, 2019 through June 13, 2019. Accepting online applications only. Apply online 24 hours a day, beginning June 14, 2019 through 4:30 p.m., June 28, 2019.

For additional information, read the Battalion Chief Information Packet.

PROMOTIONAL OPPORTUNITY: This is a promotional job opportunity as defined in the Civil Service Rules and Regulations (Sections 4(19)(b) and 7). This job opportunity is limited to current, permanent, classified City of Long Beach employees. Qualifying time, as noted in the requirements to file, must be obtained in the classified service with the City of Long Beach. Unclassified employees, including non-career employees, are not eligible for this job opportunity. In accordance with Article III, Section 14 of the Civil Service Rules and Regulations, Seniority Credit will be added to the final total scores of those who successfully qualify in all phases of the examination. For examination purposes, seniority credit will be based upon whole months of classified service completed as of the last day of filing.

REQUIREMENTS TO FILE: Applicants must meet the following minimum requirements by close of filing, June 28, 2019:

- Three years of seniority as a Fire Captain with the City of Long Beach, as well as the ability to already qualify CICCIS Strike Team Leader Engine (STEN) Trainee.
- Completion of the following courses:
 - 1) AR-330 or AH-330 Strike Team Leader (All Risk)
 - 2) S-290 Intermediate Wildland Fire Behavior
 - 3) S-270 Basic Air Operations
 - 4) S-234 or S-219 Ignition Operations
 - 5) I-300 Intermediate ICS
 - 6) RT-130 Fireline Safety Refresher Training (2019).
- valid driver's license will be required by the hiring department.

***Required documents must be uploaded to the online application at time of filing.**

DESIRABLE QUALIFICATIONS: Ability to: supervise personnel and equipment in routine and emergency conditions; maintain discipline and morale, command the respect of supervisors and subordinates, prepare clear and concise reports; and speak and write effectively.

EXAMPLES OF DUTIES:

Under direction, supervises, coordinates, and directs emergency readiness and responses, routine maintenance, and inspection activities in an assigned district; responds to and monitors emergency incidents and assumes the role of Incident Commander as needed; supervises, trains, and evaluates subordinate personnel; inspects fire stations, equipment, and district personnel for compliance and safety; evaluates personnel efficiency, preparedness, and overall training needs of district personnel to ensure constant staffing and proper preparation for emergency response, strike team deployment, and community events; coordinates the timely repair, maintenance, and/or replacement of the apparatus in a battalion and their substitution by reserve apparatus; organizes and conducts systematic inspections of assigned district to detect hazards; prepares plans and procedures needed to meet hazards unique to the district; enforces all rules, regulations, general orders, and Charter provisions pertaining to Fire Department operations; communicates with other fire departments, government agencies, community groups, and the general public regarding fire protection, emergency preparedness, and compliance with regulations and departmental issues; may coordinate special projects and conduct analytical studies; may plan, coordinate, and supervise specialized department operations/events; may be assigned to serve in an administrative assignment; and performs other related duties as required.

EXAMINATION WEIGHTS:

Application Packet.....	Qualifying
Job Simulation Exercises with Oral Presentation.....	30%
Emergency Scene Simulations and Mini Scenario Exercises.....	40%
Appraisal Interview.....	30%

If you have not received notification by July 19, 2019, contact the Civil Service Department at (562) 570-6202.

For additional information, read the Battalion Chief Information Packet.

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JOB F03NN-19 SG

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6/5/19

DRAFT

Job Title	DEVELOPMENT PROJECT MANAGER I-III
Closing Date/Time	Fri. 06/21/19 4:30 PM Pacific Time
Salary	\$2,717.76 - \$4197.76 Biweekly
Job Type	Classified - Full-Time, Permanent
Location	Long Beach, California
Department	Economic and Property Development - (CL)

Accepting online applications only. Apply online 24 hours a day, beginning June 7, 2019 through 4:30 p.m. June 21, 2019.

EXAMPLES OF DUTIES: Manages, directs, coordinates, financial analysis, and research and analysis of major economic development, community revitalization, housing, workforce development and neighborhood improvement projects and/or programs; administers grants; works with community and business organizations; negotiates and administers contracts and leases; and performs other related duties as required.

REQUIREMENTS TO FILE:

- Bachelor's Degree from an accredited college or university in Urban and Regional Planning, Public Administration, Business Administration, Economics or a closely related field **(proof required) ***

AND

- Two years of recent paid full-time equivalent experience directing and coordinating projects in one or more of the following specialty areas:
 - Economic Development
 - Urban Planning
 - Property Management
 - Housing acquisition, rehabilitation, or construction
 - Neighborhood Improvement
 - Workforce Development
 - Contract Management
 - Business Development

Additional experience offering specific and substantial preparation for the duties of the position may be substituted for the required education on a year-for-year basis.

A Master's Degree in a related field may be substituted for up to one year of the required experience **(proof required) ***.

Additional Requirements:

Willingness to work an irregular schedule, including nights, weekends and holidays.

A valid motor vehicle operator's license and a current DMV driving record may be required by the hiring department at the time of selection.

***Required documents must be uploaded to the online application at time of filing. Any proofs submitted must contain either the applicant's name or other identifying characteristic. Candidates who possess degrees from colleges or universities from outside the United States must attach proof of educational equivalency at the time of filing.**

DESIRABLE QUALIFICATIONS:

Experience or knowledge in working on real estate transactions such as leases, land acquisitions and dispositions; managing multiple consultants, communicating with the public, and facilitating/guiding a development project through the City's entitlement processes; and bilingual language skills (English/Spanish and/or English/Southeast Asian) are desirable for some positions.

SELECTION PROCEDURE:

Screening of candidates will be conducted on the basis of applications submitted. Only those candidates showing the strongest backgrounds based on a comparative analysis will be admitted to the Appraisal Interview.

EXAMINATION WEIGHTS:

Application Packet..... Qualifying
Appraisal Interview.....100%
(The appraisal interview may include a job-related simulation exercise.)

A minimum rating of 70 must be attained on the appraisal interview to be placed on the eligible list. Certification by score bands may be considered based on an analysis of test scores. This is a continuous eligible list and it will expire in six months but may be extended.

The Appraisal Interview is tentatively scheduled for the week of July 15, 2019. If you have not received notification by July 1, 2019, contact the Civil Service Department at (562) 570-6202.

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In support of the City's Language Access Policy, bilingual skills (Spanish, Khmer and/or Tagalog) are desirable for some positions interacting with the public.

FINAL

Job Title	ELECTRICAL AND INSTRUMENTATION SUPERVISOR
Closing Date/Time	Continuous
Salary	\$3,603.12 - \$ 4,903.92 Biweekly
Job Type	Classified - Full-Time, Permanent
Location	Long Beach, California
Department	Water Department

Accepting online applications only. Apply online 24 hours a day, beginning May 31, 2019. Filing will remain open until vacancies are filled. Filing may close without further notice.

EXAMPLES OF DUTIES:

Under general direction, plans and supervises the maintenance of complex electrical and instrumentation/control systems on water and wastewater facilities; plans and supervises electrical and instrumentation technicians and lead technicians in performing installation, testing, maintaining, troubleshooting and repairing of difficult electrical and SCADA/PLC control systems; schedules and coordinates preventive maintenance; ensures that work completed are thoroughly documented and records maintained per standards; reviews design drawings, blueprints, submittals and assists in ensuring compliance with codes and department standards; leads or assists in the procurement of parts and services; monitors and coordinates performance of contract work; follows safe working procedures and enforces strict conformance to safety regulations of technicians; Researches new techniques, equipment and software and recommends and implements their application; performs other related duties as required.

REQUIREMENTS TO FILE:

Applicants must meet the following requirement listed below in order to qualify:

- A minimum of six years full-time (equivalent) paid experience as an Electrical & Instrumentation Technician (or related) position, at least (2) years of which were at a lead or supervisory level in the water industry.

Additional Requirements to File:

- Possession of, or ability to obtain, a CWEA Electrical Instrumentation Technologist Grade 3 certificate before the end of probation.
- Work an irregular schedule, including nights, weekends, holidays, on-call, and shift rotations as required.
- A valid motor vehicle operator's license and current DMV driving record must be submitted to the hiring department at time of selection.

***Required documents, such as transcripts, certification, or degree, must be uploaded to the application at the time of filing. Any proofs submitted must contain either the applicant's name or other identifying characteristic on the form. Degree or transcripts must indicate field of study and degree conferred date. Candidates who possess degrees from colleges or universities from outside the United States must attach proof of educational equivalency at the time of filing; for more information click [HERE](#).**

DESIRABLE QUALIFICATION: Industrial electrical and/or SCADA integration experience.

SELECTION PROCEDURE:

Application Packet.....Qualifying

This selection procedure will be conducted using a non-competitive process, which means applications are evaluated based on training, experience, education, or certificates. There is no examination. This is a continuous eligible list, which means all applicants meeting the minimum requirements to file will be placed on the eligible list. Applicants receiving Veteran's Credit will be placed on the eligible list first and then in the order in which applications were filed. The continuous eligible list will expire in six months.

If candidates fail to meet the requirements, submit valid proofs or possess sufficient experience, candidates may reapply after 4 months (120 days) from their previous application.

If you have not received notification of the status of your application within four weeks of filing your application, please contact the Civil Service Department at (562) 570-6202.

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An Equal Opportunity Employer

FINAL

Job Title	GENERAL MAINTENANCE SUPERVISOR
Closing Date/Time	07/05/19 4:30 PM Pacific Time
Salary	\$1,817.36 - \$2,730.64 Biweekly
Job Type	Classified - Full-Time, Permanent
Location	Long Beach, California
Department	Multiple Departments - (CL)

Now accepting online applications only. Apply online 24 hours a day, beginning June 7, 2019 through 4:30 p.m., July 5, 2019. This classification is utilized in the Energy Resources, Water, Parks, Recreation and Marine, and the Health and Human Services Department. The current vacancy is in the Health and Human Services Department.

EXAMPLES OF DUTIES:

Under direction, plans and supervises the work of maintenance and custodial crews, including contracted crews, and performs general building, grounds and/or paved surface maintenance and repair; trains, directs, supervises and evaluates unskilled, semi-skilled, skilled and journey level workers performing general repair, cleaning and maintenance activities; determines the work to be performed from plans and specifications or on-site inspection; estimates material and labor costs and orders supplies and materials; develops and maintains safe work practices; establishes operating procedures and work standards; maintains records, prepares reports and may assist in the preparation of the budget; may design and supervise the construction and installation of marine floating structures; may manage the permit process for the City's dredging operations; may supervise a database work order system; may supervise maintenance and operations of public pools; and performs other related duties as required.

REQUIREMENTS TO FILE:

Candidates must meet the following requirements:

Three years of paid full-time equivalent, professional experience in general building, grounds and/or paved surface maintenance and repair (including a variety of carpentry, mechanical, painting, custodial, masonry, plumbing, electrical and related work), at least six months of which must have been in a supervisory or lead capacity.

Additional Requirements:

- Working knowledge of and ability to safely and efficiently use a variety of hand and power tools, equipment and materials commonly employed in construction maintenance and repair work.
- Knowledge of and ability to apply the principles and practices of effective supervision.
- Ability to communicate tactfully and effectively both orally and in writing.
- Ability to work from plans and specifications.
- Working knowledge of building codes.

Some positions may require overtime, weekend and/or holiday hours.

SELECTION PROCEDURE:

Application Packet.....Qualifying
Written Examination.....Qualifying

A minimum rating of 70 must be attained in order to be placed on the eligible list. This is a continuous eligible list and it will expire in six months but may be extended. Applicants receiving Veteran's Credit will be placed on the eligible list first and then in the order in which applications were filed.

The written examination is tentatively scheduled for the week of July 22, 2019. If you have not received notification by July 12, 2019 contact the Civil Service Department at (562) 570-6202.



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FINAL DRAFT

Job Title	PORT FINANCIAL ANALYST
Closing Date/Time	July 12, 2019, 4:30 PM
Salary	\$2,786.48 - \$4,534.48 Biweekly
Job Type	Classified - Full-Time, Permanent
Location	Long Beach, California
Department	Harbor

Accepting online applications only. Apply online 24 hours a day, June 7, 2019 through 4:30 p.m., July 12, 2019.

EXAMPLES OF DUTIES: Under general supervision, assists Division management in the completion of complex financial analyses and reports and performs special studies to improve the efficiency and effectiveness of the organization; analyzes financial and statistical results, including revenues, expenditures and cargo volumes, both for internal and external reporting and drafts reports explaining the performance; working independently, conducts complex special studies, drafts reports and makes recommendations; drafts reports for the Board of Harbor Commissioners; modifies and develops financial computer models to facilitate management decision-making; develops performance measures and other benchmarks; short and long term forecasts involving cash flows of revenues, operating expenses and capital expenditures; rate of return analyses, various benefit-cost analyses; develops and implements procedures for improving organizational effectiveness; may supervise subordinate personnel; performs other duties as required.

REQUIREMENTS TO FILE:

Candidates must meet both requirements A and B:

- A. Bachelor's degree from an accredited college or university with a degree in Business Administration, Finance, Economics, or Accounting (**proof required**)*. A Master's degree with a degree in Business Administration, Finance, Economics, or Accounting is preferred and may be substituted for one year of the required experience (**proof required**) *

AND

- B. Four (4) years of paid, full-time equivalent experience in professional financial analysis

Experience offering specific and substantial preparation for the duties of the position may be substituted for the required education on a year-for-year basis.

Additional Requirement to File

- Knowledge of principles, practices and methods of accounting, economic, and financial analysis.
- Ability to:
 - effectively communicate both orally and in writing;
 - independently research and analyze complex information and make recommendations;
 - plan, organize, administer and coordinate research activities and evaluate results; including the preparation of reports;
 - effectively operate personal computers and software applications such as Microsoft Office or other related software.

FINAL DRAFT

A valid motor vehicle operator's license and current DMV driving record must be submitted to the hiring department at the time of selection.

***Required documents, such as transcripts/degree or certificate, must be uploaded to the online application at the time of filing. Any proofs submitted must contain either the applicant's name or other identifying characteristic on the form. Degree must indicate the field of study and transcripts must indicate field of study and degree conferred date. Candidates who possess degrees from colleges or universities from outside the United States must attach proof of educational equivalence at the time of filing.**

SELECTION PROCEDURE:

Application Packet.....Qualifying

This selection procedure will be conducted using a non-competitive process, which means applications are evaluated based on education and/or experience. There is no examination.

This is a continuous eligible list, which means all applicants meeting the minimum requirements to file will be placed on the eligible list. Applicants receiving Veteran's Credit will be placed on the eligible list first and then in the order in which applications were filed. The continuous eligible list will expire in six months.

If you do not receive notification by July 26, 2019, please contact the Civil Service Department at (562) 570-6202.

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An Equal Opportunity Employer

Job Title	STRUCTURAL ENGINEER
Closing Date/Time	Continuous
Salary	\$3,582.40 to \$4,878.08 Biweekly
Job Type	Classified - Full-Time, Permanent
Location	Long Beach, California
Department	Multiple Departments - (CL)

Accepting online applications only. Apply online 24 hours a day, beginning June 7, 2019. Filing will remain open until vacancies are filled. Filing may close without further notice.

Departments that use this classification are Development Services and the Port of Long Beach.

EXAMPLES OF DUTIES:

Under direction, gives instruction and performs responsible professional structural engineering design and review for approval of plans, design, and specifications; performs professional structural engineering reviews of plans, design, and specifications for compliance with building code requirements, city ordinances, and State and Federal statutes; personally checks the structural calculations and designs of the highest complexity requiring a working knowledge of sophisticated design procedures; provides structural engineering staff-advisory service; consults with architects, contractors, geotechnical engineers, and other engineers on structural design, code requirements, and soils data; works with field inspection staff on activities relating to both plan detail approvals and construction procedures; coordinates architectural and structural plan development with electrical, mechanical, and plumbing plan checking processes; performs special studies and assists in formulation and preparation of technical charts, etc. for plan checking and inspection staff; possesses knowledge of current seismic design and evaluation methodology; may coordinate specialized structural work of consultants; may work on complex marine structures such as wharves, bridges, conveyors, and cranes if assigned to the Harbor Department; performs other related duties as required.

REQUIREMENTS TO FILE:

Candidates must meet both requirements A and B in order to qualify for position.

- Current registration as a Civil Engineer (PE) and Structural Engineer (SE) in the State of California (**proof required**)*.

AND

- Four (4) years of paid, full-time equivalent experience in preparation or review of standards, designs, and cost estimates of Structural Engineering and Civil

Engineering projects. This experience must have been gained after graduation from an accredited four-year college or university with a degree in Civil Engineering or Structural Engineering or a closely related field (**proof required**)*, or after passing the E.I.T. (Engineer-In-Training) examination in the field of Civil Engineering (**proof required**)*.

***Required documents, such as transcripts or degree, must be uploaded to the application at the time of filing. Any proofs submitted must contain either the applicant's name or other identifying characteristic on the form. Degree must indicate the field of study and transcripts must indicate field of study and degree conferred date. Candidates who possess degrees from colleges or universities from outside the United States must attach proof of educational equivalency at the time of filing.**

ADDITIONAL REQUIREMENTS:

Willingness to work weekends, nights, holidays, and overtime as required.

A valid motor vehicle operator's license may be required by the hiring department.

DESIRABLE QUALIFICATIONS:

Advanced degree in Civil Engineering or Structural Engineering; Plans Examiner Certificate – International Code Council; experience with software such as Word, Excel, MathCAD, etc.; familiarity with drafting software such as AutoCAD, Microstation, or other similar drafting programs; familiarity with ETABS, SAP2000, RISA, SAFE, STAAD.Pro, or other similar structural analysis and design programs.

EXAMINATION WEIGHTS:

Application Packet.....Qualifying

This examination will be conducted using the continuous, non-competitive procedure. All applicants meeting the requirements will be placed on the eligible list, with those receiving Veteran's credit first, and then in the order in which applications were filed.

Eligible lists will expire after 6 months of being established, unless it is extended by the Civil Service Commission. Eligible lists will be established periodically.

If you have not received notification within three weeks after filing, contact the Civil Service Department at (562) 570-6202.

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JOB KA1NN-19 SV:SE

6/5/19

DRAFT

Job Title	SUPERVISOR-STORES & PROPERTY
Closing Date/Time	Fri. 06/21/19 4:30 PM Pacific Time
Salary	\$1,911.68 -\$ 2,594.40 Biweekly
Job Type	Classified - Full-Time, Permanent
Location	Long Beach, California
Department	Multiple Departments- (CL)

Accepting online applications, 24 hours a day, beginning June 7, 2019 through 4:30 p.m., Friday June 21, 2019.

Current vacancy is in the Harbor Department. The Public Works and Energy Resources Department also uses this classification.

EXAMPLES OF DUTIES: Under direction, supervises storekeeping operations and inventory management control of materials, supplies and property through proprietary web-based inventory/asset management systems and automated barcode data collection systems; supervises the inventory, sale and/or disposal of surplus stock and properties; maintains and controls stock records (physical and monetary inventory); operates a personal computer to access computerized purchasing and inventory management systems; prepares and/or certifies department requisitions, purchase orders, confirmation orders, and requests for payment; review and approve purchase orders; prepare policy memos and correspondence for approval by the Purchasing Division, City Manager and City Council; contact vendors for insurance and business license information; process bid packages through the creation of Bid and Condition sheets; analyze and generate purchase orders and/or requisitions; oversee Material Safety Data Sheets (MSDS); monitor and safely dispose of the department's hazardous waste and maintain applicable records; assist staff with processing requisitions, purchase orders and contract releases; may develop specifications; may select, train, assign, supervise and evaluate subordinate personnel; may process encumbrance adjustments and year-end closings; may assemble, tabulate and verify all invoices prior to journalizing; may administer term orders and annual contracts; may supervise yard, salvage and power tool repair operations; may serve as departmental liaison with the Purchasing Division; may coordinate service calls and maintenance records of office equipment; acts as a liaison with department accounts payable staff regarding invoicing issues; performs other duties as required.

REQUIREMENTS TO FILE:

Three years of paid, full-time equivalent supervisory experience in the management of extensive supply systems. Experience must include responsibility for determining stock levels, inventory control procedures, purchasing, contract administration, and use of a computerized storehouse inventory system.

Additional Requirements to File:

Willingness to work an irregular schedule, including evenings, weekends, holidays, and on call as necessary.

A valid driver's license and current DMV driving record must be submitted to the hiring department at the time of selection.

DESIRABLE QUALIFICATIONS: Proficient in the use of personal computers and computer software

applications.

EXAMINATION WEIGHTS:

Application.....Qualifying
Occupational Written Test.....Qualifying
(Battery Operated Calculator permitted.)

A minimum rating of 70 must be attained in order to be placed on the eligible list. This is a continuous eligible list and it will expire in six months. Applicants receiving Veteran's Credit will be placed on the eligible list first and then in the order in which applications were filed.

The test is tentatively scheduled for the week of July 8, 2019 through July 12, 2019. If you do not receive notification by June 28, 2019, please contact the Civil Service Department at (562) 570-6202.

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