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DATE: October 9, 2013
TO: Civil Service Commission
FROM: Mario R. Beas, *MRB* Executive Director
SUBJECT: APPROVAL OF JOB BULLETIN AND CERTIFICATION OF ELIGIBLE LIST

Staff recommends the Commission approve the proposed job opportunity bulletin:

- Senior Equipment Operator - Crane

Should the Commission approve the job opportunity bulletin; the Commission will also be approving the certification of eligible names of candidates, by the Executive Director, to the user departments. Civil Service Department staff will establish an eligible list shortly after the protest period is completed for the examination in the selection process. The examination results will be placed on the Commission's subsequent agenda under the consent calendar.

SENIOR EQUIPMENT OPERATOR - CRANE

SALARY RANGE:

\$1,893.20 to \$2,573.20 Biweekly

\$4,116.00 to \$5,594.00 Monthly

Applications available: 7:30 a.m. to 4:30 p.m., October 11, 2013 through November 08, 2013. Completed application packets must be received in the Civil Service Department by 4:30 p.m., November 08, 2013. Postmarks will not be accepted. Online applications are highly encouraged.

VACANCY INFORMATION: The City of Long Beach has one opening in the Harbor Department for a 30-ton conventional mobile crane operator (clamshell attachment).

Openings also occur from time to time in the following Senior Equipment Operator positions and testing will be scheduled as needed for: Motor Grader, Trencher (track-type), Backhoe, and Bulldozer (D-6 or larger).

REQUIREMENTS TO FILE:

- A valid National Commission for the Certification of Crane Operators (NCCCO) - Lattice Boom Truck Crane (LBT) certification (proof required)* **OR** a valid Operating Engineers Certification Program (Local 12) - Lattice Boom Truck Crane (LBT) certification (proof required)*;
- Recent experience (within the last five years) which required skill in the safe and efficient operation of a conventional mobile crane, including use of a clamshell attachment;
- A valid Class A motor vehicle operator's license and a current DMV driving record must be submitted to the hiring department at the time of selection interview;
- Compliance with the Anti-Drug and Alcohol Program as required by the Federal Department of Transportation regulations.

***Proof of required documents must be uploaded to the online application or included with a paper application at time of filing.**

DESIRABLE QUALIFICATIONS: Mobile Hydraulic Fixed Cab Crane (TSS) certificate.

EXAMPLES OF DUTIES: Under supervision, operates and maintains a conventional mobile crane or other equipment of similar complexity in accordance with safety regulations; services equipment; performs preventative maintenance; makes operating adjustments and minor repairs; keeps record and makes reports; performs incidental construction work; may participate in, or assist in supervising the work of a crew; may operate less complex equipment when necessary; and performs other related duties as required.

SELECTION PROCEDURE: This examination will be conducted using the continuous, non-competitive procedure. All applicants meeting the 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.

If you have not received notification by November 15, 2013, contact the Civil Service Department at (562) 570-6202.

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

J75NN-14 SR. EQUIP OP (CRANE) DMD 10/09/13