

**FINAL**

<b>Job Title</b>	<b>PORT SECURITY SYSTEM OPERATOR I-III</b>
Closing Date/Time	October 27, 2023, 4:30 PM
Salary	\$2,094.88 - \$3,392.64 Bi-Weekly
Job Type	Classified - Full-Time, Permanent
Location	Long Beach, California
Department	Harbor - (CL)

**Applications are available online beginning Friday, October 13, 2023, through 4:30 p.m., Friday, October 27, 2023.**

#### **SALARY INFORMATION:**

Grade I	-	\$2,094.88 - \$2,843.12 Bi-Weekly
Grade II	-	\$2,314.72 - \$3,143.36 Bi-Weekly
Grade III	-	\$2,496.64 - \$3,392.64 Bi-Weekly

#### **EXAMPLES OF DUTIES:**

Under general supervision, operates in the Harbor Department Security Command and Control Center; performs security system surveillance, detection and alarm system monitoring and radio dispatching for the Harbor Patrol; operates and monitors a computerized, integrated system of surveillance cameras, detection system, alarm systems, on-line data and tracking systems, and other systems of the domain awareness security infrastructure throughout the Port of Long Beach; monitors Port access control systems to maintain authorized access to secure areas by the public, employees or tenants of the Port; deploys emergency personnel to investigate and resolve incidents; responds to calls requesting Harbor Patrol services and dispatches field units through coded radio messages and a computer assisted dispatch system; logs and documents all calls requesting service/assistance, emergency response incidents, and general activity including radio transmissions; may act in a lead or supervisory capacity; may assist in training of other operators; performs other related duties as required.

This is not an inclusive list. A complete list of examples of duties is detailed in the Civil Service Commission-approved Port Security System Operator classification.

#### **REQUIREMENTS TO FILE:**

One-year of paid, full-time equivalent work experience involving technology-based security systems and customer service.

#### **Knowledge, Skills and Abilities:**

- Knowledge of public safety protocols, technologies and operational procedures.
- Knowledge of operating functions and response requirements in a large, complex port security system.
- Ability to complete the Port Security Training Program prior to completion of the probationary period.
- Ability to speak clearly, distinctly, calmly and correctly with even modulation using telephone, radio and computer-assisted dispatch systems as well as in face-to-face communication;
- Ability to use a personal computer, including the knowledge of computer applications such as Microsoft Office or other related software and web-based applications;
- Ability to maintain detailed security systems logs and records;

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- Ability to monitor, access, and operate a variety of integrated security system devices and applications found in the Command & Control Center.
- Ability to observe, read and assess the significance of system alarms and data, quickly and accurately, and make logical and rational decisions with limited supervision.
- Ability to prepare clear, accurate reports and presentations; understand and follow oral instructions and written policies, procedures, and protocols.

This is not an inclusive list. A complete list of examples of Knowledge Skills and Abilities is detailed in the Civil Service Commission-approved Port Security System Operator classification.

After a conditional offer of employment, all prospective employees must pass a thorough background investigation for security clearance.

Willingness to work any shift assignment, holidays, weekends, and overtime as required.

#### **DESIRABLE QUALIFICATIONS:**

Bilingual/Biliterate skills (Spanish, Khmer, or Tagalog) is desired for some positions.  
Ability to demonstrate keyboarding skills at 35 wpm.

#### **EXAMINATION WEIGHTS:**

Application and Supplemental Application.....	Qualifying
Occupational Examination.....	100%

*(Performance Audio Based/Multiple Choice Examination)*

A minimum rating of 70 must be attained in order to pass the examination. Certification by score bands will be considered based on analysis of exam results. The resulting eligible list will remain in effect for at least one year. Screening of applicants will be conducted on the basis of application and required supplemental application submitted. Only those candidates showing the strongest backgrounds on the basis of comparative analysis will be invited to the examination process. Based on the number of applications accepted, the selection procedure may be changed. In the event a revision is necessary, the affected persons will be notified.

In accordance with Civil Service Procedure 3.38, all eligible veterans that successfully qualify on any or all open-competitive examinations shall receive an additional credit of ten (10) points that will be added to their original passing score. Disabled veterans passing the examination shall receive a credit of fifteen (15) points that will be added to their original passing score. (A copy of the veterans DD-214, Member 4 form indicating honorable discharge must be attached to the application at the time of filing.)

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

#### **EQUITY AND INCLUSION**

The City of Long Beach is committed to creating a workplace where every employee is valued for who they are. Having our workforce reflect the diversity of our community at various levels of the organization is a continuous goal embraced by our departments, management staff, and policymakers. To support efforts of fairness and diversity, City Leadership is committed to incorporating equity and inclusion into our work by supporting staff and community partners. We are committed to promoting

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transparency by publishing updated demographic information for employees, including workforce diversity data and pay by race and gender.

The City of Long Beach will consider qualified applicants with a criminal history pursuant to the California Fair Chance Act. You are not required to disclose your criminal history or participate in a background check until you receive a conditional job offer. If the City of Long Beach has concerns about a conviction that is directly related to the job after making a conditional job offer and conducting a background check, you will have the opportunity to explain the circumstances surrounding the conviction, provide evidence to mitigate concerns, or challenge the accuracy of the background report. Find out more about the Fair Chance Act by visiting <https://calcivilrights.ca.gov/fair-chance-act>

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



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.

NF4AN-23 PSSO:SB

CSC 10/11/23

approved C. McDonald 8/31/2023