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Job Title PORT SECURITY SYSTEM OPERATOR I-III
Closing Date/Time May 7, 2021, 4:30 PM PST
Salary \$1,969.04 - \$3,188.80 Biweekly
Job Type Classified - Full-Time, Permanent
Location Long Beach, California
Department Harbor - (CL)

Applications are available online beginning Friday, April 23, 2021 through 4:30 pm, Friday, May 7, 2021.

Vacancy Information:

The current vacancy is a Grade Level II.

SALARY INFORMATION:

Grade I - \$1,969.04- \$2,672.24 biweekly
 Grade II - \$2,175.60 - \$2,954.48 biweekly
 Grade III - \$2,346.56 - \$3,188.80 biweekly

Effective October 1, 2020 through September 30, 2021, current salary ranges may be impacted by the City-wide furlough.

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 are detailed in the Civil Service Commission approved [Port Security System Operator classification](#).

REQUIREMENTS TO FILE:

One-year 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:

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- 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;
- Use a personal computer, including the knowledge of computer applications such as Microsoft Office or other related software and web based applications;
- Maintain detailed security systems logs and records;
- Prepare clear, accurate reports; understand and follow oral instructions and written policies, procedures and protocols;
- Complete the Port Security Training Program prior to completion of probation.

After a conditional offer of employment, all prospective employees must pass a thorough background investigation. **For additional information regarding the background investigation and process, click on the following link: Port Security System Operator Info Sheet.**

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

DESIRABLE QUALIFICATIONS:

Bilingual skills (Spanish, Khmer, or Tagalog) is desirable for some positions.

EXAMINATION WEIGHTS:

Application Packet.....Qualifying
Occupational Examination..... 100%
(Performance Audio Based/Multiple Choice Examination)

A minimum rating of 70 must be attained in order to be placed on the eligible list. Certification by score bands will be considered based on an analysis of test results. The eligible list will be valid for a 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 of the need to revise the selection procedure, those affected will be notified of the details at a later date.

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

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.

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Job Title **SENIOR LIBRARIAN**
Closing Date/Time **Monday, May 17, 2021, 4:30 PM Pacific Time**
Salary **\$2,799.28 - \$3,808.40 Biweekly**
Job Type **Classified - Full-Time, Permanent**
Location **Long Beach, California**
Department **Library Services (CL)**

Applications are available online beginning on Friday, April 16, 2021 through 4:30 pm on Monday, May 17, 2021.

Effective October 1, 2020 through September 30, 2021, current salary ranges may be impacted by the City-wide furlough.

EXAMPLE OF DUTIES:

Under general direction, directs the activities of a branch library or a major section at the Main Library and performs complex library work, including the supervision of subordinate professional librarian staff; plans, assigns, supervises, and evaluates work of professional and non-professional library staff; trains and develops staff members; participates in the development and implementation of library programs and services; assists in the implementation of library goals and objectives; assists in developing and monitoring budgets; recommends and implements library policies and procedures; prepares regular and special statistical and narrative reports; develops and maintains the library collection for relevancy and currency; represents the City and library system at professional meetings; responds to inquiries and complaints regarding library services; participates in outreach to the community, community organizations, and schools; advises and assists library patrons in making effective use of information and sources; demonstrates the use of public access computers and other reference tools; researches and responds to reference questions, or refers questions as appropriate; develops and maintains the integrated library system; schedules and provides library tours; reviews and evaluates new publications and materials; prepares and designs books displays, posters, and other library displays to engage reader and community interest; and performs other related duties as assigned.

REQUIREMENTS TO FILE:

Candidates must meet the following requirements:

- Master's Degree in Library Science, Information Science, or a related degree accredited by the American Library Association (proof required*).

AND

- Three years of increasingly responsible full-time, paid professional librarian experience, including one year of supervision or lead responsibility for professional or technical staff in a library.

Proof of required documents, such as transcripts, degrees, and/or certificates 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. Degrees 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.

KNOWLEDGE, SKILLS AND ABILITIES:

Candidates must possess all of the following:

Knowledge of:

- Management principles and techniques, including budgeting and employee supervision, training and evaluation;
- Theories, principles and practices of collection development;
- Dewey Decimal Classification and Integrated Library Systems;
- Research techniques using print, media and electronic resources.

Ability to:

- Analyze data, recognize problems, and take appropriate course of action according to department policies and procedures;
- Take initiative in developing library services in response to community needs and to improve the delivery of existing program;
- Operate library automation system and other computer equipment;
- Effectively communicate both orally and in writing with a diverse ethnic socioeconomic constituency;
- Prepare clear and concise reports, correspondence and other written materials;
- Mitigate customer service issues;
- Supervise and participate in a successful team through the use of effective communication, collaboration and interpersonal skills.

Willingness to work irregular hours, evenings, weekends, holidays and shift assignments at different locations.

A valid driver's license, or the ability to arrange necessary and timely transportation for field travel, may be required for some assignments.

DESIRABLE QUALIFICATIONS:

Experience with Automated Services, bilingual skills (speak, read, and/or write) in Spanish, Khmer, and/or Tagalog for some positions.

SELECTION PROCEDURE:

EXAMINATION WEIGHTS:

Application Packet and Supplemental Application.....Qualifying

Screening of applicants will be conducted on the basis of application and required supplemental application submitted. This selection procedure will be conducted using a non-competitive process which means applications are evaluated solely on training, experience, education, or certification. All applicants meeting the minimum qualifications will be placed on the eligible list. Applicants receiving Veteran's Credit will be placed on the eligible list first followed by the order in which applications were filed. This is a continuous eligible list, which means eligible lists may be established periodically and may expire six months from their effective date. Applicants may apply only once during a four month period. Applications received by May 3, 2021, will be placed on Test #01 established eligible list for this recruitment. 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. If you have not received notification within two weeks after close of filing, please contact the Civil Service Department at (562) 570-6202.

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Job Title	TRAFFIC SIGNAL TECHNICIAN I-II
Closing Date/Time	Fri. 4/30/21 4:30 PM Pacific Time
Salary	\$2,428.24 - \$3,653.44 Biweekly
Job Type	Classified - Full-Time, Permanent
Location	Long Beach, California
Department	Public Works - (CL)

Applications are available online beginning Friday, April 16, 2021 through 4:30 pm, Friday, April 30, 2021.

SALARY INFORMATION:

Grade I: \$2,428.24 - \$3,300.80 Biweekly

Grade II: \$2,684.96 - \$3,653.44 Biweekly

Effective October 1, 2020 through September 30, 2021, current salary ranges may be impacted by the City-wide furlough.

EXAMPLES OF DUTIES:

The functions of the classification include, but are not limited to, those listed below:

Under general supervision, performs skilled work on analog and digital solid-state controllers, computers and other solid-state traffic control equipment; adapts, assembles, installs, maintains, wires, modifies and updates traffic signals, microwave radio and cable telemetering systems and control equipment; synchronizes traffic signal systems and street lights maintenance and repairs; operates a City vehicle, and performs other duties as required.

This is not an inclusive list. A complete list of examples of duties are detailed in the Civil Service Commission approved **TRAFFIC SIGNAL TECHNICIAN**.

REQUIREMENTS TO FILE: Candidates must meet the following:

Two years of paid, full time equivalent experience in the maintenance and repair of complex electronic analog and digital solid-state equipment, electrical equipment, traffic systems or street light systems.

Satisfactory completion of college-level coursework in electronics and/or electrical technology curriculum may be substituted for the required experience on a year-for-year basis up to one year. **(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.**

KNOWLEDGE, SKILLS, AND ABILITIES

Candidates must possess all of the following:

- Knowledge of associated test equipment and computers;
- Ability to perform heavy manual labor;
- Ability to read schematics and blueprints;
- Ability to effectively communicate both orally and in writing;
- Willingness to work in an aerial lift at a height of up to 55 feet;
- Willingness to work overtime, weekends and holidays, and serve on rotating callout basis for one week at a time.

A current DMV driving record must be submitted to the hiring department at time of selection.

A valid California Class B driver license must be obtained prior to passing probation.

Must comply with the Anti-Drug and Alcohol Program as required by the Department of Transportation regulations.

EXAMINATION WEIGHTS

Application Packet.....Qualifying
Occupational Written Test.....100%
(Battery-operated calculators permitted.)

A minimum rating of 70 must be attained in the examination in order to pass. Certification by score bands will be considered based on analysis of test scores. 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. 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.

The examination will be scheduled shortly after close of filing. If you have not received notification within two weeks after close of filing contact the Civil Service Department at (562) 570-6202.

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