

**FINAL**

Job Title	HARBOR PATROL OFFICER I-III
Closing Date/Time	Friday, August 13, 2021 at 4:30 PM Pacific Time
Salary	\$1,666.64-\$2,742.88 Bi-Weekly
Job Type	Classified - Full-Time, Permanent
Location	Long Beach, California
Department	Multiple Departments - (CL)

**Applications are available online beginning Friday, June 11, 2021 through 4:30 pm, Friday, August 13, 2021.**

#### **SALARY INFORMATION:**

Grade I	-	\$1,666.64-\$2,278.80 biweekly
Grade II	-	\$1,739.92-\$2,355.60 biweekly
Grade II	-	\$2,017.28-\$2,742.88 biweekly

**EXAMPLES OF DUTIES:** Under general supervision, performs a range of maritime security duties within the Port of Long Beach. Officers work a variety of patrol assignments to enforce authorized state and City laws, the Port Tariff, and environmental rules and regulations; respond to calls-for-service, traffic collisions and hazards; report navigational hazards; and inspect docks, wharves, channels and Port-controlled waterways, and reporting of hazardous material incidents. Primary duties include: provides support and risk assessment to the Regional Joint Command and Control Center, Terminal Operators, and the United States Coast Guard in relation to ongoing events and during periods of heightened awareness, including raised Maritime Security (MARSEC) and Homeland Security Advisory levels; patrols or guards assigned areas, responds to calls for service and enforces, via an authorizing ordinance, specific state and local laws and provisions of the Port Tariff; assesses and operationally implements information from specialized Port security systems that include CCTV cameras, radar, sonar, electronic access control, in-car video equipment and the Virtual Port Maritime Domain Awareness System; provides 24/7 coverage to identify, monitor, and address environmental, safety, security, and homeland security incidents in the Port; ensures the safe and efficient flow of traffic through the Harbor District using advanced traffic management techniques; implements diversified specific risk-based security protocols for Vessels of Interest and other planned or unplanned security deployments; safeguards a national critical infrastructure, by assessing maritime security threat levels and applying emergency response protocols and actions; supports specialized personnel who are responding to hazardous material incidents such as explosive components, chemical, radiological, biological and nuclear materials; conducts visible smoke emission investigations, measures fugitive dust emission levels, makes visible emission violation determinations to the Southern California Air Quality Management District; monitors scheduled ship arrivals and conformance with Port Tariff rules and regulations; deploys Harbor Department assets such as electronic display signs, mobile cameras, traffic sensors, sonar, and Unmanned Aircraft Systems (UAS) in the Harbor District; performs detailed property damage assessments and documents damage to Port property and files the appropriate reports; testifies in criminal or civil court in connection with their duties; serves as a Field Training Officer when selected; directs and evaluates the training, development and performance of newly hired staff, addresses performance deficiencies, provides remedial training and prepares detailed training evaluation reports; performs building security which includes access control, weapons screening, completing visitor access control logs, conducting interior building checks, responding to fire and elevator alarms, and assisting with building evacuations during emergency events; enforces the terms and conditions of permits issued by the Security Division on behalf of the Executive Director; such as diving permits, catering permits, aircraft landing and filming permits; monitors aircraft activity within the Harbor District to ensure compliance with the Port Tariff; and performs other duties as assigned.

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

Graduation from high school or G.E.D. equivalent (**proof required**).

Grade Level I candidates will be required to complete the POST 832 course and field training program, prior to completion of the probationary period.

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Grade Levels II-III candidates will be required to complete a comprehensive training program incorporating environmental; hazardous material; maritime security; and law enforcement coursework/certifications, within one year of appointment.

**\*Proof of required documents, such as degree or transcripts, 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. 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 equivalence at the time of filing.**

**KNOWLEDGE, SKILLS, AND ABILITIES:**

Candidates must possess all of the following:

- Ability to operate a public safety radio while in control of a patrol vehicle with onboard computer;
- Ability to respond in a safe and timely manner in general emergency situations, in accordance with established policies/procedures;
- Ability to exercise tact, self-restraint, judgment, maturity, and communicate effectively when dealing with a variety of people encountered in the course of work;
- Ability to complete grammatically correct, legible, and accurate reports; and
- Safely perform all assignments under all conditions.

Willingness to work overtime, weekend and/or holiday hours. This position requires the ability to pass a thorough background investigation.

A valid California Class C driver's license must be submitted to the hiring department at the time of the selection.

**DESIRABLE QUALIFICATIONS:**

- Prior work in positions involving critical infrastructure, asset protection, security or similar duties;
- Certificates in First Aid, CPR, and/or AED;
- Effective use of computers and related software applications; and
- Bilingual/Biliterate skills (Spanish, Khmer, or Tagalog).

**EXAMINATION WEIGHTS:**

Application and Supplemental Application.....	Qualifying
Written Exam.....	100%

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. This is a continuous eligible list, which mean 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 June 25, 2021, will be placed on Test #01 established eligible list for this recruitment.** 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. 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 and/or Tagalog) are desirable for some positions interacting with the public.

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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.

J.O.B. XXXXX-21    ER    6/9/2021

Job Title                      PLANNER I-V  
 Closing Date/Time        Friday, June 11, 2021, 4:30 PM

SALARY:                      \$2,175.60-\$4,549.76 biweekly

Job Type                      Classified-Full-Time, Permanent

Location                      Long Beach, California

Department                  Development Services (CL)

Applications are available online beginning Friday, June 11, 2021 through 4:30 PM, Friday, June 25, 2021.

**SALARY INFORMATION:**

Grade I –	\$2,175.60 - \$2,954.48 biweekly
Grade II-	\$2,530.96 - \$3,436.72 biweekly
Grade III -	\$2,870.08 - \$3,905.84 biweekly
Grade IV –	\$3,092.88 - \$4,213.84 biweekly
Grade V -	\$3,395.12 - \$4,549.76 biweekly

**EXAMPLE OF DUTIES:** Under supervision, performs increasingly complex and responsible specialized, professional and technical planning work in the development and implementation of current, long range, community and environmental goals as governed by planning ordinances and development relating to municipal planning, environmental review, and redevelopment and housing.

The function of the classification includes but is not limited to those listed below.

- May review complex applications and development plans for compliance with applicable guidelines and regulations;
- May work with other departments, agencies and the public to formulate and implement the City plan;
- May make findings and recommendations on municipal planning, environmental review, and redevelopment and housing;

**This is not an inclusive list. A complete list of example of duties are detailed in the Civil Service Commission approved class specification for the Planner I-V.**

**REQUIREMENTS TO FILE:**

Graduation from an accredited four-year college or university with a bachelor's degree in Urban Planning, Architecture, Landscape Architecture, Geography, Civil Engineering, Public Administration or a closely related field (**proof required**) \*

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**Candidates who possess degrees from colleges or universities from outside the United States must attach proof of educational equivalence at the time of filing.**

## **KNOWLEDGE, SKILLS, AND ABILITIES**

***Candidates must possess all of the following:***

- Knowledge of principles, practices and trends of public planning or in the specialty area to which assigned to;
- Knowledge of research methods, practices, and procedures of data collection and analyzing data;
- Ability to communicate effectively verbally and in writing, including appropriate use of grammar and punctuation
- Knowledge of federal, state and local land use and zoning laws, codes, and regulations;
- Knowledge and understanding of California planning regulations and laws including general planning, zoning, subdivisions, redevelopment, environmental (California Environmental Quality Act), and coastal regulations.
- Ability to read, comprehend, interpret, and apply laws, rules, codes, regulations and ordinances;
- Ability to work evenings, weekends, and holidays as needed;
- Ability to collect, analyze, compile, and arrange technical, statistical, and related information for planning and zoning research;
- Ability to develop clear, concise, and comprehensive studies, reports, and agenda items;
- Ability to present planning studies analyses and reports to boards, commissions, committees, and the public;
- Ability to lead, organize, and review the work of professional and technical staff;
- Ability to organize work assignments, set priorities, and meet critical time deadlines;
- Ability to read and understand technical drawings and specifications;
- Ability to understand and follow oral and/or written instructions;
- Ability to use tact, initiative, prudence, and good judgment within general policies, procedures, and legal guidelines;
- Ability to establish and maintain effective working relationships with a variety of people including City personnel, state, and federal agencies, private organizations and businesses, commissions/committees, members of the public, elected officials, and through effective interpersonal, written, and oral communication skills.

**DESIRABLE QUALIFICATIONS:** Experience or focused educational coursework in advanced planning, California Environmental Quality Act (CEQA), zoning/development review, Geographic Information Systems (GIS), subdivision of land, urban design, design review, landscape architecture; American Institute of Certified Planners (AICP) certification, Master's degree in planning related fields; bilingual language proficiency in Spanish/English or Khmer/English or Tagalog/English for some positions.

**EXAMINATION WEIGHTS:**

Application and Supplemental Questionnaire Application .....	Qualifying
Appraisal Interview.....	100%

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.

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