

Current Job Opportunities Effective Friday, November 10, 2017

JOB TITLE	MONTHLY SALARY	FILING DEADLINE
Combination Building Inspector	\$5,008 - \$6,800	Continuous
Plan Checker – Electrical	\$6,442 - \$9,467	November 30, 2017
Police Officer – Lateral	\$6,080 - \$7,905	Continuous
Public Health Nurse	\$4,879 - \$7,341	November 17, 2017
Public Health Nutritionist	\$4,175 - \$7,298	November 17, 2017
Refuse Operator	\$2,959 - \$4,685	Continuous
School Guard	\$12.10/Hour	Continuous
Special Services Officer	\$2,929 - \$6,469	Continuous
Systems Support Specialist	\$4,414 - \$9,955	Continuous
Sys. Support Specialist – Help Desk Lead	\$4,414 - \$9,955	Continuous

(P) = Promotional

Job opportunities change every Friday
24-Hour Job Recruitment Line (562) 570-6201
Equal Opportunity Employer

Upcoming Job Information

Civil Service Department



As anticipated job opportunities become available, those jobs will be listed below with an estimate of the month applications may be available for filing. This estimate changes frequently depending upon the needs of the City, existing eligible lists and the number of anticipated vacancies. The information listed below is updated on a regular basis; however, changes may occur unexpectedly. Please call the Civil Service Department's 24-Hour Job Recruitment Line at (562) 570-6201, email us at civilservice@longbeach.gov or visit our website www.longbeach.gov/civilservice to obtain current application information. When an application filing period is approved, the job title and exact filing dates will be specified. Filing deadlines are 4:30 pm. As information is available, this listing will be updated. Please check regularly.

JOB CLASSIFICATION	ANTICIPATED DATE FOR APPLICATIONS
Animal Health Technician	OPENS November 17, 2017
Combination Building Inspector	OPEN
Fire Recruit	OPENS December 18, 2017
General Librarian	OPENS November 17, 2017
Laboratory Analyst I-III	Anticipated November 2017
License Inspector	Anticipated Fall 2017
Marine Safety Captain (P)	Anticipated November 17, 2017
Motor Sweeper Operator	Anticipated Fall 2017
Permit Technician	Anticipated Fall 2017
Personnel Analyst	Anticipated Fall 2017
Personnel Assistant	Anticipated Fall 2017
Plan Checker – Electrical	OPEN
Police Officer – Lateral	OPEN
Public Health Nurse	OPEN
Public Health Nutritionist	OPEN
Recycling Specialist	Anticipated Fall 2017
Refuse Operator	OPEN
Registered Nurse	Anticipated Fall 2017
School Guard	OPEN
Sr. Equipment Operator-Bulldozer & Backhoe	Anticipated December 2017
Senior Librarian	OPENS November 17, 2017
Special Services Officer	OPEN
Supervisor – Facilities Maintenance	Anticipated November 17, 2017
Survey Technician	OPENS November 17, 2017
Systems Support Specialist	OPEN
Systems Support Specialist – Help Desk Lead	OPEN

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Note: Please note that filing may be limited to: 1) current City employees; 2) former classified City employees who were terminated due to layoff after July 1, 2010; 3) former classified City employees on an active Civil Service priority list; and 4) former unclassified City employees, identified by the Human Resources Department as terminated by the City's reduction in force after July 1, 2010.



City of Long Beach Employment Opportunity

FIRE RECRUIT

Job Number: F64NN-18

SALARY: \$29.85 Hourly

OPENING DATE: 10/20/17

CLOSING DATE: 12/22/17 04:30 PM

DESCRIPTION:

Accepting online applications only. Apply online 24 hours a day, beginning at 7:30 a.m., December 18, 2017 through 4:30 p.m., December 22, 2017.

For more information about the Fire Recruit examination, go to the [Fire Recruit Information Sheet](#).

JOIN US for our [Fire Recruit 2017 Workshop](#). Please click on the link for more information

EXAMPLES OF DUTIES: Under immediate supervision in a training capacity, develops qualifications for the position of Firefighter; receives academy instruction in Fire Department Policies and Procedures, firefighting, hazardous materials handling, rescue techniques, emergency medical procedures, physical fitness techniques, safety procedures, community relations, and operation of firefighting equipment; observes and interacts, under supervision, with Fire Department personnel in the performance of firefighting and medical emergency duties; and performs training and/or administrative duties as required.

REQUIREMENTS TO FILE:

Qualified candidates must satisfy requirements **A**, **B**, and **C** by the filing deadline, December 22, 2017:

- A. A valid driver's license.
- B. Eighteen (18) years of age or older.
- C. High school diploma or GED equivalency.

Emergency Medical Technician (EMT) Certificate or National Registry of Emergency Medical Technicians (NREMT) Certification required at time of final selection/appointment to the Fire Recruit Academy.

Completion of the FireTeam entry-level, firefighter examination is required. **All testing must be completed through National Testing Network (NTN) by January 5, 2018.** Applicants are encouraged to visit the website nationaltestingnetwork.com for more information and to schedule a testing date as soon as possible.

Completion of a City of Long Beach job application is also required and will be available 7:30 a.m., December 18, 2017 through 4:30 p.m., December 22, 2017. Applicants are encouraged to complete their testing through NTN before the application filing period.

A fee is required to take the FireTeam examination. Limited fee waivers are available through the City of Long Beach, **on a first come, first served basis. Proof of financial need is required.**

ADDITIONAL REQUIREMENTS:

Ability to:

- read, comprehend, and retain technical training materials;
- endure strenuous physical activity requiring good balance, coordination, flexibility, and strength;

- make effective decisions; promote teamwork and effective human relations skills;
- effectively communicate orally and in writing.

Willingness to: comply with Long Beach Fire Department's Policies and Procedures, including grooming standards.

A physical examination to include medical history and physical examination screening for heart and lung function, blood and urine tests, and supplemental testing as required to determine that the applicant is free of disqualifying medical conditions as described in the National Fire Protection Association (NFPA) 1582 Standard on Medical Requirements.

DESIRABLE QUALIFICATIONS: Paramedic certification; bilingual English/Spanish or English/Southeast Asian language skills; and college level Fire Science coursework/degree.

SELECTION PROCEDURE: EXAMINATION WEIGHTS:

Application Packet.....	Qualifying
Math Examination.....	Qualifying
Reading Examination.....	Qualifying
Video Scenario Examination.....	70%
Mechanical Aptitude Examination.....	30%

For information on testing, compensation, orientation dates and benefits with the Long Beach Fire Department, click on Fire Recruit Information Sheet.

A minimum rating of 70 must be attained in each part of the examination. Candidates passing all phases of the examination will be placed on the eligible list. Certification by score bands may be considered based on an analysis of test results.

The Long Beach Fire Department will require successful completion of the Biddle Consolidated Physical Ability Test (PAT) prior to conditional offer of employment. After a conditional offer of employment, candidates will be required to pass a reference check, thorough background investigation, and a job-related medical examination.

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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J.O.B. F64NN-18 SG:FR

10/18/17

This information is available in an alternative format by request at the agency contact on the bulletin. If a special accommodation is desired, please contact the agency two (2) business days prior to the test, if applicable.

An Equal Employment Opportunity

Civil Service Department
333 W. Ocean Blvd., 7th FL
Long Beach, CA 90802
(562) 570-6202

civilservice@longbeach.gov

FIRE RECRUIT Supplemental Questionnaire

* 1. **I. INSTRUCTIONS:**

The purpose of this supplemental application is to derive more specific information about the qualifications of applicants for this position. Be specific and detailed in your responses. Do not leave any questions unanswered. Resumes will not be considered as part of the Civil Service application process and may not be substituted in lieu of the completed application or supplemental applications.

Do you understand the information stated in the "Instructions" section above?

Yes No

* 2. **III. REQUIREMENTS TO FILE**

Do you possess a valid motor vehicle operator's license?

Yes No

* 3. Will you be 18 years of age or older by December 22, 2017?

Yes No

* 4. Are you a U.S. high school graduate or have passed the General Education Development (GED) test indicating high school graduation level? Indicate the following:

I am a high school graduate.

I am not a high school graduate, but I I have passed a proficiency exam or GED test.

I possess none of the above.

* 5. An Emergency Medical Technician (EMT) Certificate or National Registry of Emergency Medical Technicians (NREMT) Certification will be required at the time of final selection/appointment to the Fire Recruit Academy. Do you understand this information?

Yes No

* 6. Are you able to read, comprehend and retain technical training materials?

Yes No

* 7. Are you able to endure strenuous physical activity requiring good balance, coordination, flexibility and strength?

Yes No

* 8. Are you able to make effective decisions?

Yes No

* 9. Are you able to promote teamwork and effective human relations skills?



City of Long Beach Employment Opportunity

SURVEY TECHNICIAN

Job Number: K74NN-18

SALARY: \$2,176.40 - \$2,947.12 Biweekly

OPENING DATE: 11/10/17

CLOSING DATE: 12/01/17 04:30 PM

DESCRIPTION:



THIS IS A PRE-POST. Accepting online applications only. Apply online 24 hours a day, beginning November 17, 2017 through 4:30 p.m. December 1, 2017.

VACANCY INFORMATION:

The current vacancy is in the Harbor Department. Vacancies may also occur in the Public Works Department and the Gas and Oil Department.

EXAMPLES OF DUTIES:

Under immediate supervision, performs routine, non-professional engineering and/or surveying work on a survey party; makes measurements using various types of survey equipment; operates layout rods, sets marks, hubs turning points and survey monuments; assists in construction staking; operates survey instruments; sets out and removes traffic warning flags and barrier cones; may assist in clearing obstacles from line of survey as directed; makes calculations, sketches and field notes; downloads, processes, and uploads survey data; cleans and cares for instruments and tools; drives survey vehicle incidental to primary assignment; assists in operation of survey vessel and special equipment related to hydrographic surveys; and performs other related duties as required.

REQUIREMENTS TO FILE:

Applicants must meet either Option A or B:

A. Six months of paid, full-time equivalent work experience on a survey party engaged in land surveying and/ or civil engineering and six or more units of coursework in land surveying or other related coursework such as civil engineering, geology, construction management, or Geographic Information System (GIS) (proof required)*

OR

B. Any combination of the aforementioned experience or education with coursework in land surveying or other related coursework such as civil engineering, geology, construction management, or Geographic Information System GIS (proof required)* totaling one year.

Additional Requirements to File

- Ability to perform physical labor involved in surveying.
- Willingness to work nights, weekends, holidays and overtime as required.
- A valid driver's license and a current DMV driving record are required by the hiring department at the time of appointment.

***Proof of required documents, such as degrees 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. Candidates who possess degrees from colleges or universities from outside the United States must attach proof of educational equivalency.**

DESIRABLE QUALIFICATIONS: Familiarity with total stations, data collectors, programmable calculators, computers and computer applications such as AutoCAD, MicroStation/InRoads, or other related software, and global positioning system (GPS) receivers.

SELECTION PROCEDURE:

EXAMINATION WEIGHTS:

Application and Supplemental Application.....Qualifying
Occupational Written Test.....100%
(Battery-operated calculator permitted)

This is a continuous examination. Eligible lists may be established periodically. Certification by band scores may be considered based on an analysis of the test scores. A minimum score of 70 must be attained on the written examination in order to be placed on the eligible list.

The written examination is tentatively scheduled for the week of January 8, 2018 through January 12, 2018. If you have not received notification by December 15, 2017, 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.



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

An Equal Opportunity Employer

K74NN-18 CP 11/15/17

This information is available in an alternative format by request at the agency contact on the bulletin. If a special accommodation is desired, please contact the agency two (2) business days prior to the test, if applicable.

An Equal Employment Opportunity

Civil Service Department
333 W. Ocean Blvd., 7th Floor
Long Beach, CA 90802
(562) 570-6202

civilservice@longbeach.gov

SURVEY TECHNICIAN Supplemental Questionnaire

- * 1. **INSTRUCTIONS:** The purpose of this supplemental application is to derive more specific information about the qualifications of applicants for this position. This form will serve as the basis for qualifying candidates on the eligible list. Be specific and detailed in your responses. Do not leave any questions unanswered. If you have no experience, please so indicate. Resumes will not be considered as part of the Civil Service application process and may not be substituted in lieu of the completed application or supplemental applications. Do you understand the above information?

Yes No

- * 2. **REQUIREMENTS TO FILE:** Applicants must meet either Option A or B: A. Six months of paid, full-time equivalent work experience on a survey party engaged in land surveying and/ or civil engineering and six or more units of coursework in land surveying or other related coursework such as civil engineering, geology, construction management, or Geographic Information System (GIS) (**proof required**)* **OR** B. Any combination of the aforementioned experience or education with coursework in land surveying or other related coursework such as civil engineering, geology, construction management, or Geographic Information System GIS (**proof required**)* totaling one year. **Indicate which option you qualify for the Survey Technician position:**

Six months of paid, full-time equivalent work experience on a survey party engaged in land surveying and/ or civil engineering and six or more units of coursework in land surveying or other related coursework such as civil engineering, geology, construction management, or Geographic Information System GIS (proof required)*

Any combination of the aforementioned experience or education with coursework in land surveying or other related coursework such as civil engineering, geology, construction management, or Geographic Information System GIS (proof required)* totaling one year.

I do not possess any of the above options.

- * 3. If you possess coursework and education (proof required)* in the following fields, please indicate all that apply.

Land Survey

Civil Engineer

Geology

Construction Management

Geographic Information System (GIS)

None of the above

- * 4. Are you able to perform the physical labor involved in surveying?

Yes No

- * 5. Are you willing to work nights, weekends, holidays and overtime as required?

Yes No

- * 6. Do you have a valid driver's license?

Yes No

- * 7. **EXPERIENCE:** Describe in detail your paid, full-time equivalent work experience on a