

Current Job Opportunities Effective Friday, October 5, 2018

JOB TITLE	MONTHLY SALARY	FILING DEADLINE
Business Systems Specialist	\$4,502 - \$10,154	Continuous
Construction Supervisor	\$4,617 - \$6,270	October 12, 2018
Gas Construction Worker	\$3,313 - \$5,575	October 19, 2018
Harbor Maintenance Supervisor	\$4,387 - \$5,966	October 12, 2018
Police Officer – Lateral	\$6,080 - \$7,905	Continuous
Police Property & Supply Clerk	\$3,489 - \$5,676	October 19, 2018
Police Recruit	\$32.40/Hour	Continuous
Public Safety Dispatcher – Lateral	\$3,874 - \$6,599	Continuous
Public Safety Dispatcher – NTN Exam	\$3,874 - \$6,599	Continuous
Public Safety Dispatcher – POST Waiver	\$3,874 - \$6,599	Continuous
Refuse Operator	\$2,959 - \$4,685	Continuous
Registered Nurse	\$4,977 - \$7,112	Continuous
Safety Specialist	\$4,502 - \$8,292	October 19, 2018
School Guard	\$12.10/Hour	Continuous
Special Services Officer	\$2,929 - \$6,469	Continuous
Systems Support Specialist	\$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
Accountant	Anticipated Fall 2018
Accounting Clerk	Anticipated Fall 2018
Assistant Administrative Analyst	Anticipated Fall 2018
Administrative Aide	Anticipated Fall 2018
Administrative Analyst	Anticipated Fall 2018
Buyer	Anticipated Fall 2018
Capital Projects Coordinator	Anticipated October 2018
Combination Building Inspector Aide	Anticipated Fall 2018
Civil Engineer	Anticipated Fall 2018
Civil Engineer Assistant	Anticipated Fall 2018
Clerk Typist	Anticipated Fall 2018
Community Information Specialist	Anticipated October 2018
Equipment Operator	Anticipated Fall 2018
Fire Recruit	Anticipated November 30, 2018
Garage Service Attendant	Anticipated October 2018
Harbor Maintenance Mechanic	Anticipated Fall 2018
Mechanical Engineering Associate	Anticipated Fall 2018
Personnel Analyst	Anticipated Fall 2018
Plan Checker – Fire Prevention	Anticipated Fall 2018
Plan Checker – Plumbing	Anticipated Fall 2018
Real Estate Project Coordinator	Anticipated November 2018
Senior Accountant	Anticipated Fall 2018
Senior Civil Engineer	Anticipated Fall 2018
Senior Structural Engineer	Anticipated Fall 2018
Traffic Signal Technician	Anticipated October 2018
Water Treatment Operator	Anticipated Fall 2018

(P) = Promotional

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

GAS CONSTRUCTION WORKER

Job Number: F52AN

SALARY: \$1,524.00 - \$2,564.16 Biweekly

OPENING DATE: 10/01/18

CLOSING DATE: 10/19/18 04:30 PM

DESCRIPTION:



Accepting online applications only. Apply online 24 hours a day, beginning October 1, 2018 through 4:30 p.m. October 19, 2018.

EXAMPLES OF DUTIES:

Under general supervision, performs semi-skilled construction and repair work on gas pipelines and related facilities; sets up and operates tapping and pressure control equipment; installs valves, clamps and fittings; greases plug valves; operates combustible gas indicator, "Holiday" detector, pipe locator, soil reads and similar devices; bends and threads pipes; prepares and applies pipe protective coatings in field and shop; operates, oils, cleans and makes minor repairs to assigned departmental equipment such as earth boring equipment, pneumatic tools, compressors, etc.; works as a skilled trades helper; observes safety rules and regulations; may be assigned to cleaning and painting meters, regulators and related apparatus in field and shop; may drive vehicles transporting crews and equipment; and performs other related duties as required.

REQUIREMENTS TO FILE:

- One year paid, full time equivalent (2088 hours) experience in the construction, maintenance, or repair of natural gas or oil pipeline systems or closely related work that requires experience in the operation of earth borers, electronic pipe locators, pipe tapping machines, any other pipe related tools/equipment, or other similar construction equipment.

Additional Requirements to file:

- Ability to:
 - Regularly lift up to 60 pounds and perform strenuous manual labor on a daily basis (dig by hand, operate jackhammers, etc.).
 - Exercise good judgment, tact, and initiative when dealing with the public.

- Willingness to work an alternative work schedule and standby rotation, weekends, holiday and overtime hours as required.
- Comply with the Anti-Drug and Alcohol Misuse Prevention Program as required by the U.S. Department of Transportation regulations on an ongoing basis.
- Comply with the Energy Resource Department Operator Qualification Program based on department standards and maintain qualification(s) on an ongoing basis.

A valid driver's license and a current DMV driving record must be submitted to the hiring department at the time of selection.

Successful candidates who are selected for the position will be required to obtain a valid California Class A driver license prior to passing probation.

DESIRABLE QUALIFICATIONS:

Experience with heat fusion-type plastic piping for natural gas pipeline systems; a valid California Class A driver license; a Transportation Worker Identification Card (T.W.I.C).

SELECTION PROCEDURE:

EXAMINATION WEIGHTS:

Application Packet.....	Qualifying
Occupation Written Exam.....	100%

A minimum rating of 70 must be attained in order to be placed on the eligible list. Applicants receiving Veteran's Credit will be placed on the eligible list first and then in the order in which applications were filed.

The written test is tentatively scheduled for the week of November 5, 2018. If you have not received notification by October 29, 2018, 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.



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.

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An Equal Employment Opportunity

APPLICATIONS MAY BE FILED ONLINE AT:
<https://www.governmentjobs.com/careers/longbeach>

Position #F52AN
 GAS CONSTRUCTION WORKER
 AP

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

civilservice@longbeach.gov



City of Long Beach Employment Opportunity

POLICE PROPERTY & SUPPLY CLERK

Job Number: D51AN-19

SALARY: \$1,604.96 - \$2,610.72 Biweekly

OPENING DATE: 10/05/18

CLOSING DATE: 10/19/18 04:30 PM

DESCRIPTION:



Accepting online applications only. Apply 24 hours a day, beginning October 5, 2018 through 4:30 p.m., October 19, 2018.

EXAMPLES OF DUTIES: Under direction, collects all property and evidence held by the Police Department from evidence lockers and/or field locations and transports items to the Evidence Control Section; operates forklift and/or order picker; operates personal computer to log all property and evidence and maintain an accurate chain of custody, including a listing of item locations at all times; releases items to authorized persons in accordance with state laws and departmental procedures; make simple mathematical computations; corresponds with, both orally and in writing, owners of found property, law enforcement personnel and criminal justice partners; prepares evidence and other property for destruction, return to owner or auction after receipt of authorization from investigating detail or court; may perform audits; may act in a lead or supervisory capacity; and performs other related duties as required.

REQUIREMENTS TO FILE:

Candidates must meet the following:

Ability to:

- apply civil, penal, and vehicle codes relating to the handling of evidence;
- file in alphanumerical order;
- lift and move objects up to 60 pounds with or without reasonable accommodations;
- work in a warehouse environment with large shelving, forklifts, etc.
- communicate effectively both verbally and in writing
- maintain a professional demeanor with members of the public and the criminal justice system;
- provide court testimony as required;
- accurately enter data and utilize personal computers

Willingness to:

- work an irregular schedule including nights, weekends, extended shifts, overtime and holidays
- handle weapons, narcotics or items such as bodily fluids and/or bloody clothing;
- stand and/or walk for a ten (10) hour shift;
- stock inventory, using a stock/order picker, on shelves as high as 15 feet.

Must become trained and certified to operate a forklift and/or order picker before the completion of probation (1,044 hours).

Must satisfactorily pass a thorough background investigation, which includes polygraph and drug screening prior to appointment.

A valid driver's license will be required at time of appointment.

DESIRABLE QUALIFICATIONS:

Forklift and/or order picker certification (**proof required**).

SELECTION PROCEDURE: *Please note that the selection procedure in the job opportunity bulletin is subject to change for the next recruitment.*

See the previous selection procedure, as stated on the ([previous job opportunity bulletin](#)).



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Position #D51AN-19
POLICE PROPERTY & SUPPLY CLERK
SG

POLICE PROPERTY & SUPPLY CLERK Supplemental Questionnaire

- * 1. The purpose of the supplemental questionnaire is to obtain specific information about your qualifications for this position. This information will serve as the basis for qualifying candidates for admittance into the next phase of the examination. Do not leave any questions unanswered. If you have no experience, please indicate so. Resumes will be accepted but not in lieu of the required supplemental application. Any required documents



City of Long Beach Employment Opportunity

SAFETY SPECIALIST

Job Number: D69AN-18

SALARY: \$2,070.80 - \$3,813.76 Biweekly

OPENING DATE: 09/21/18

CLOSING DATE: 10/19/18 04:30 PM

DESCRIPTION:



EXTENDED. Accepting online applications only. Apply online 24 hours a day, beginning at September 21, 2018 through 4:30 p.m. October 19, 2018. Current vacancy is in the Public Works Department.

EXAMPLES OF DUTIES: Under general supervision, assists in the administration of the Citywide Safety Program and may perform as a program staff specialist or department safety specialist; assists in developing and evaluating safety goals and standards; assists and advises management in promotion of an overall safety culture; advises employees and supervisors on injury prevention and safety related matters; performs facility safety inspections for compliance with Cal/OSHA requirements and other standards; provides training and instruction on safety related matters; conducts industrial hygiene sampling including indoor air quality assessments, noise and chemical exposure monitoring; utilizes computerized systems to track and identify accident causes to make recommendations for the prevention of similar injuries and illnesses; prepares statistical reports and correspondence related to program evaluation and performance measures; oversees the maintenance of required records and reports; makes recommendations on Citywide safety policies and standards; develops instructional materials for safety related topics; performs other related duties as required.

REQUIREMENTS TO FILE:

Applicants must meet Option A **OR** B:

A. Bachelor's degree from an accredited college or university in occupational health studies, environmental studies, industrial health, safety management, safety technology, or a closely related field (**proof required**)* **AND** one (1) year paid, full-time equivalent experience in the field of occupational safety and health, industrial hygiene, safety education and/or facility safety inspections.

B. A combination of education (**proof required**)* and experience in occupational safety and health, industrial hygiene, safety education and/or facility safety inspections equivalent to five

(5) years.

***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.**

Additional Requirements to File

Knowledge of:

- California Code of Regulations, Title 8;
- Methods and practices for developing and administering a comprehensive safety program, conducting accident and work place safety audits and investigations, and designing employee safety training programs;
- Safety Programs and its safety and environmental policies and practices;
- Safety and chemical/hazardous materials issues;
- Standard safety equipment used in public sector occupations;
- Basic research methods and statistical analysis techniques;
- Principles and practices of sound business communication;
- Federal and state laws, regulations and standards for employee health and environmental safety.

Ability to:

- Effectively communicate both orally and in writing;
- Independently apply procedures and regulations affecting safety operations;
- Understand, explain, interpret and apply complex federal and state requirements regulating workplace health and safety and the use, storage and disposal of chemical and hazardous substances;
- Evaluate workplace safety programs and practices and make sound recommendations for improvement;
- Conduct effective employee training programs, and accident and workplace safety investigations;
- Exercise sound independent judgment and initiative within policy guidelines;
- Prepare clear, concise and comprehensive investigative reports and other materials;
- Understand and follow written and oral instructions;
- Operate a computer and standard business software;
- Establish and maintain effective working relationships with all those encountered in the course of work.

Willingness to:

- Respond to emergency calls at night and on weekends;
- Travel occasionally, as required.

A valid driver's license and DMV driving record will be required by the hiring department.

DESIRABLE QUALIFICATIONS:

- Experience with construction project safety inspections.
- Associate Safety Professional by the Board of Certified Safety Professionals.
- Certified Safety Professional by the Board of Certified Safety Professionals.
- Occupational Health and Safety Technologist by the Board of Certified Safety Professionals.
- Certified Industrial Hygienist by the American Board of Industrial Hygiene.
- Construction Health and Safety Technologist by the Board of Certified Safety Professionals.

- Other equivalent professional safety certifications that will be considered on a case-by-case basis.
- City-specific knowledge, skills and abilities in the areas of: safety programs, environmental policies and procedures, and chemical/hazardous materials issues.
- Ability to understand, explain, interpret and apply complex City requirements regulating workplace health and safety and the use, storage and disposal of chemical and hazardous substances.

SELECTION PROCEDURE: EXAMINATION WEIGHTS:

Application and Supplemental Packet.....Qualifying
 Written Examination.....100%

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

The written examination is tentatively scheduled for the week of October 22, 2018. If you have not received notification by November 2, 2018 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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J.O.B. D69AN-18 Safety Specialist CP 09/19/18

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Position #D69AN-18
 SAFETY SPECIALIST
 CP

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SAFETY SPECIALIST Supplemental Questionnaire

- * 1. **INSTRUCTIONS:** The purpose of this supplemental application is to derive more specific information about your qualifications 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