COUNTY OF LOS ANGELES
invites applications for the position of:

WELDER-FITTER

SALARY: $6,602.10 - $6,602.10 Monthly
$79,225.20 - $79,225.20 Annually

OPENING DATE: 11/12/15
CLOSING DATE: Continuous

POSITION/PROGRAM INFORMATION:

FILING START DATE: 11/16/15 at 7:00 a.m., PST. This examination will remain open until the needs of the department are met and is subject to closure without prior notice.

EXAM NUMBER: W6117E

TYPE OF RECRUITMENT: Open Competitive Job Opportunity

CLASSIFICATION STANDARDS:
Positions allocable to this class typically report to a Senior Welder-Fitter or higher level supervisor and are distinguished from the class of Welder by the continuing requirement to weld high and low pressure vessels, and water, air, steam, gas and fuel oil lines in County steam generating and refrigeration plants and distribution systems. These positions require incumbents to exercise a knowledge of standard practices, materials, methods, and tools of gas and electric welding related to pipefitting and the safety precautions of the welding trade.

ESSENTIAL JOB FUNCTIONS:
Analyses engineering drawings and specifications to plan layout, assembly, and welding operations.

Cuts, fits, and welds pressure vessels, boilers, pipe and pipe fittings while fabricating, installing, and repairing low and high-pressure water, air, steam, gas or fuel oil lines and systems.

Fabricates, installs, and repairs, by welding steel and iron structures, metal equipment and tools from drawings, sketches, or oral instructions.

Determines required equipment and welding methods, applying knowledge of metallurgy, geometry and welding techniques.

Welds components in flat, vertical or overhead positions.

Heats, forms and dresses metal parts, using hand tools, torch or arc welding equipment.

Performs rigging work to move and install equipment and machinery.

Makes work estimates and order supplies.

Drives automotive equipment to and from work sites.

REQUIREMENTS:

MINIMUM REQUIREMENTS: Four years' experience doing electric and gas welding, one year of which must have been at the journey level* performing welding related to pipe fitting.
VISION: Normal color perception.

LICENSE/CERTIFICATES:
A valid California Class C Driver License is required to carry out job-related essential functions.

Certification by the Department of Building and Safety of the City of Los Angeles to do structural welding and certification by the American Society of Mechanical Engineers for boiler and pressure vessel welding are required at the time of filing or within 15 calendar days of filing.

PHYSICAL CLASS:
IV – Arduous. Involves frequent heavy lifting over 25 pounds often combined with bending, twisting, or working on irregular surfaces; and occasionally requires extraordinary physical activity.

SPECIAL REQUIREMENT INFORMATION:
*Journey level experience is defined as possessing the required knowledge, skills, and training to perform a full-range and diversity of work independently and reliability. Positions at this level operate with fairly significant freedom from day-to-day supervision and need little or no guidance on such matters as selecting appropriate problem-solving methods and techniques, locating appropriate regulations, or applying proper procedures to carry out work.

All requested, and/or required documentation (college degrees, licenses or certifications, transcripts, etc.) will be required at the time of filing or within 15 calendar days of filing.

Appointee(s) are required to work any shift, including overtime, evenings, nights, weekends, and holidays.

Please ensure application/resume contains detailed information specifically addressing journey level experience, educational background, and/or specialized training courses/programs completed. Also, the required technical experience can be a combination of County and/or outside experience.

DESIRABLE QUALIFICATIONS:
· Strong knowledge of welding techniques.
· Strong knowledge of welding trade safety practices.
· Effective Oral and Written Communication Skills.
· Excellent Customer Service and Interpersonal Skills.

ADDITIONAL INFORMATION:
EXAMINATION CONTENT:
This examination will consist of an oral interview covering training, experience and general ability to perform the duties of the position weighted 100%.

Candidates must achieve a passing score of 70% or higher on the interview in order to be placed on the Eligible Register.

ELIGIBILITY INFORMATION:
The names of candidates receiving a passing grade in the examination will be placed on the Eligible Register in the order of their score group for a period of twelve (12) months following the date of promulgation. Passing this examination and being placed on the Eligible Register do not guarantee an offer of employment.

Applications will be processed on an as received basis and promulgated to the Eligible Register accordingly.

NO PERSON MAY COMPETE FOR THIS EXAMINATION MORE THAN ONCE EVERY TWELVE MONTHS.

SPECIAL INFORMATION:
A thorough background investigation (including fingerprint search and reference verification) will be required of candidates. Candidates who are found to be unsuitable for employment as a Welder-Fitter will be removed from the certification list pursuant to Civil Service Rule 6.04.

DISQUALIFYING FACTORS INCLUDE, BUT ARE NOT LIMITED TO:

- Felony convictions.
- Certain job-related misdemeanor convictions.
- Certain serious traffic convictions or patterns of traffic violations (e.g. 4 or more moving violations within the past 2 years, failure to appear, at-fault accidents and driving under the influence).
- Illegal use of certain controlled substances.
- Poor employment history.

VACANCY INFORMATION:
The resulting Eligible Register for this examination will be used to fill vacancies in the Internal Services Department, Facilities Operation Service, Alterations & Improvements Division located at 1102 N. Eastern Ave., Los Angeles, CA 90063.

APPLICATION AND FILING INFORMATION:
Applications must be filed online only. Applications submitted by U.S. Mail, Fax, or in person will not be accepted. Apply online by clicking on the "Apply" tab for this posting. You can also track the status of your application using this website. If you are unable to access the website, you may enter the following link to access your profile:

https://www.governmentjobs.com/careers/lacounty

We must receive your application and additional documents, if any, by 5:30 pm, PST, on the last day of filing. If you are unable to attach the required documents you may fax or email the exam analyst within 15 calendar days of filing. Please include the exam number and the exam title.

Provide any relevant job experience and training in the spaces provided so we can evaluate your qualifications for the job. For each field, give the name and address of your employer, your title, beginning and ending dates, number of hours worked per week, description of work performed, and salary earned.

All information is subject to verification. We may reject your application at any time during the examination and hiring process, including after appointment has been made. Falsification of any information may result in disqualification or rescission of appointment.

Direct copies of class specifications and selection requirements as your description of duties will not be sufficient to meet requirements.

SOCIAL SECURITY NUMBER: All applications must enter a valid social security number at the time of filing. Entering anything other than a valid social security number (i.e. 000-00-0000, 111-11-1111, etc.) will result in an automatic rejection of your application.

COMPUTER AND INTERNET ACCESS AT PUBLIC LIBRARIES: For candidates who may not have regular access to a computer or the internet, applications can be completed on computers at public libraries throughout Los Angeles County.

NO SHARING OF USER ID AND PASSWORD: All applicants must file their application online using their own user ID and password. Using a family member's or friend's user ID and password may erase a candidate's original application record.

ADA Coordinator Phone: (323) 267-2432
Teletype Phone: (800) 899-4099
Alternate Teletype Phone: (800) 897-0077
California Relay Services Phone: (800) 735-2922
**COUNTY OF LOS ANGELES**  
**Employment Information**

Any language contained in the job posting supersedes any language contained below.

**Your Responsibilities:**
1. **Completing Your Application:**
   a. Before submission of the application, it is your responsibility to ensure that all information provided is correct and complete on the application. Incomplete applications cannot be accepted.
   b. Please list separately the PAYROLL TITLE for each job. Do not group your experience. Specify the beginning and ending dates for each job. If you are a County employee and have been promoted, do NOT list all of your time with the County under your present payroll title.
   c. Your Social Security Number must be included for record control purposes. Federal law requires that all employed persons have a Social Security Number.
   d. To receive APPROPRIATE CREDIT, include a copy of your diploma, transcript, certificate, or license as directed on the job posting.

2. **Minimum or Selection Requirements are listed in the job posting.**
   a. YOUR APPLICATION WILL BE ACCEPTED ONLY IF IT CLEARLY SHOWS YOU MEET THESE REQUIREMENTS. The information you give will determine your eligibility and is subject to verification at any time.
   b. You must be at least 16 years of age at the time of appointment unless other age limits are stated on the job posting. The Federal Age Discrimination in Employment Act (ADEA) of 1967, as amended, prohibits discrimination on the basis of age for any individual over age 40.
   c. Your experience may be paid or unpaid unless the job posting states otherwise. Experience is evaluated on the basis of a verifiable 40-hour week.

3. **Application Deadline:**
   a. All job applications must be completed and submitted by the last day of the filing period and closing time indicated on the job posting. Job postings with an open continuous filing period are subject to closure without prior notice. It is to your advantage to file your application early and not wait until the last allowable date and time as you will not be able to apply once

**Social Security Act of 2004:** Section 419 (c) of Public Law 108-203, the Social Security Protection Act of 2004, requires State and local government employers to disclose the effect of the Windfall Elimination Provision and the Government Pension Offset Provision to employees hired on or after January 1, 2005, in jobs not covered by Social Security. The County of Los Angeles does not participate in the Social Security System. All newly hired County of Los Angeles employees must sign a statement (Form SSA-1945) prior to the start of employment indicating that they are aware of a possible reduction in their future Social Security benefit entitlement. For more information on Social Security and about each provision, you may visit the website www.socialsecurity.gov, or call toll free 1-800-772-1213. Persons who are deaf or hard of hearing may call the TTY number 1-800-325-0778 or contact a local Social Security office.

**Record of Convictions:** As part of the selection process you may be required to complete and submit a Candidate Conviction History Questionnaire (CCHQ). PLEASE DO NOT SUBMIT THE CCHQ WITH YOUR APPLICATION, unless instructed to do so. A full disclosure of all convictions is required, when requested. Failure to disclose convictions will result in disqualification. Not all convictions constitute an automatic bar to employment. Factors such as your age at the time of the offense(s), and the recency of offense(s) will be taken into account, as well as the relationship between the offense(s) and the job(s) for which you apply. However, any applicant for County employment who has been convicted of workers’ compensation fraud is automatically barred from employment with the County of Los Angeles (County Code Section 5.12.110). ANY CONVICTIONS OR COURT RECORDS WHICH ARE EXEMPTED BY A VALID COURT ORDER DO NOT HAVE TO BE INCLUDED.

For more information regarding convictions that are not subject to disclosure, please refer to the CCHQ from the link below: [http://file.lacounty.gov/dhr/CCHQ_2014.pdf](http://file.lacounty.gov/dhr/CCHQ_2014.pdf)

**Americans with Disabilities Act of 1990:** All positions are open to qualified men and women.
Any language contained in the job posting supersedes any language contained below. Pursuant to the Americans with Disabilities Act of 1990, persons with disabilities who believe they need reasonable accommodation, or help in order to apply for a position, may contact the ADA/Personnel Services for Disabled Persons Coordinator. Hearing impaired applicants with telephone teletype equipment may leave messages by calling the teletype phone number on the job posting. The County will attempt to meet reasonable accommodation requests whenever possible.

6. Equal Employment Opportunity/Non-Discrimination Policy:
   a. It is the policy of the County of Los Angeles to provide equal employment opportunity for all qualified persons, regardless of race, color, religion, sex, national origin, age, sexual orientation or disability.
   b. If you require material in an ALTERNATE FORMAT or are an individual requesting REASONABLE ACCOMMODATION(S) in the examination process for a physical or mental disability, please CONTACT THE AMERICANS WITH DISABILITIES ACT (ADA) COORDINATOR LISTED ON THE JOB POSTING. The provision of reasonable accommodation may be subject to verification of disability as allowable with State and Federal law. All disability-related information will remain confidential.

Disclaimer: The County of Los Angeles is not responsible or in any way liable for any computer hardware or software malfunction which may affect the employment application or the application selection process.
Any language contained in the job posting supersedes any language contained below.

You assume all responsibility and risk for the use of this system and the Internet generally. This system and the information provided on it are provided on an "as is" and "as available" basis without warranties of any kind, either express or implied. No advice or information given by the County of Los Angeles or its respective employees shall modify the foregoing or create any warranty.

The County of Los Angeles expressly disclaims any warranty that the information on this system or on the Internet generally will be uninterruptible or error free or that any information, software or other material accessible from the system is free of viruses or other harmful components. You shall have no recourse against the County of Los Angeles as the system provider for any alleged or actual infringement of any proprietary rights a user may have in anything posted or retrieved on our system.

The County of Los Angeles shall not be liable for any direct, indirect, punitive, incidental, special or consequential damages arising out of or in any way connected with the use of this system or with the delay or inability to use it (or any linked sites), or for any information obtained through this system, or otherwise arising out of the use of this system, the Internet generally or on any other basis.

NOTE: Your application is submitted using Secure Encryption to ensure the privacy of all information you transmit over the Internet.

By accepting the Use Disclaimer set forth here, you agree to all of the above terms and further agree to use this Online Job Employment Application System only for the submission of bona fide employment applications to the County of Los Angeles. Any other use of this Online Job Employment Application System, including without limitation any copying, downloading, translation, decompiling, or reverse engineering of the system, data, or related software, shall be a violation of the Use Disclaimer.

Benefit Information: Depending on the documentation for each open competitive exam to qualify for veteran's credit.

Employment Eligibility Information: Final appointment is contingent upon verification of U.S. citizenship or the right to work in the United States. Immigration law provides that all persons hired after November 6, 1986, are required to present original documents to the County, within three (3) business days of hiring, which show satisfactory proof of: 1) identity and 2) U.S. employment eligibility.

Los Angeles County Child Support Compliance Program: In an effort to improve compliance with court-ordered child, family and spousal support obligations, certain employment and identification information (i.e., name, address, Social Security number and date of hire) is regularly reported to the State Directory of New Hires which may assist in locating persons who owe these obligations. Family Code Section 17512 permits under certain circumstances for additional employment and identifying information to be requested. Applicants will not be disqualified from employment based on this information.

The California Fair Employment and Housing Act (Part 2.8 commencing with Section 12900 of Division 3 of Title 2 of the Government Code) and the Regulations of the Fair Employment and Housing Commission (California Code of Regulations, Title 2, Division 4, Sections 7285.0 through 8504) prohibits employment discrimination based on race or color; religion; national origin or ancestry, physical disability; mental disability or medical condition; marital status; sex or sexual orientation; age, with respect to persons over the age of 40; and pregnancy, childbirth, or related medical conditions.

Test Preparation: Study guides and other test preparation resources may be accessed through the Department of Human Resources website at: http://hr.lacounty.gov. Additional test preparation resources may be listed on the job posting.

Accreditation Information: Accredited institutions are those listed in the publications of regional, national or international accrediting agencies which are accepted by the Department of Human Resources. Publications such as American Universities and Colleges and International Handbook of Universities are
COUNTY OF LOS ANGELES
Employment Information

Any language contained in the job posting supersedes any language contained below. Position, the successful candidate will enroll in a contributory defined benefit pension plan if the candidate is a “new member” of the County’s defined benefit plan (LACERA) on or after January 1, 2013 (first employed by the County on or after December 1, 2012) – unless she or he established reciprocity with another public retirement system in which she or he was a member before January 1, 2013. It should be noted that County employees do not pay into Social Security, but do pay the Medical Hospital Insurance Tax portion of Social Security at a rate of 1.45%. The Los Angeles County Employees Retirement Association (LACERA) has reciprocal agreements with several public retirement systems in California.

APPLICATIONS MAY BE FILED ONLINE AT: http://hr.lacounty.gov

Position #W6117E WELDER-FITTER SL

Los Angeles, CA 90010

WELDER-FITTER
Supplemental Questionnaire

* 1. Do you possess a Certification by the Department of Building and Safety of the City of Los Angeles to do structural welding? You must provide a legible copy of your certificate with your online application or within 15 calendar days of filing.
   □ Yes □ No

* 2. Do you possess a Certification by the American Society of Mechanical Engineers for boiler and pressure vessel welding? You must provide a legible copy of your certificate with your online application or within 15 calendar days of filing.
   □ Yes □ No

* Required Question