

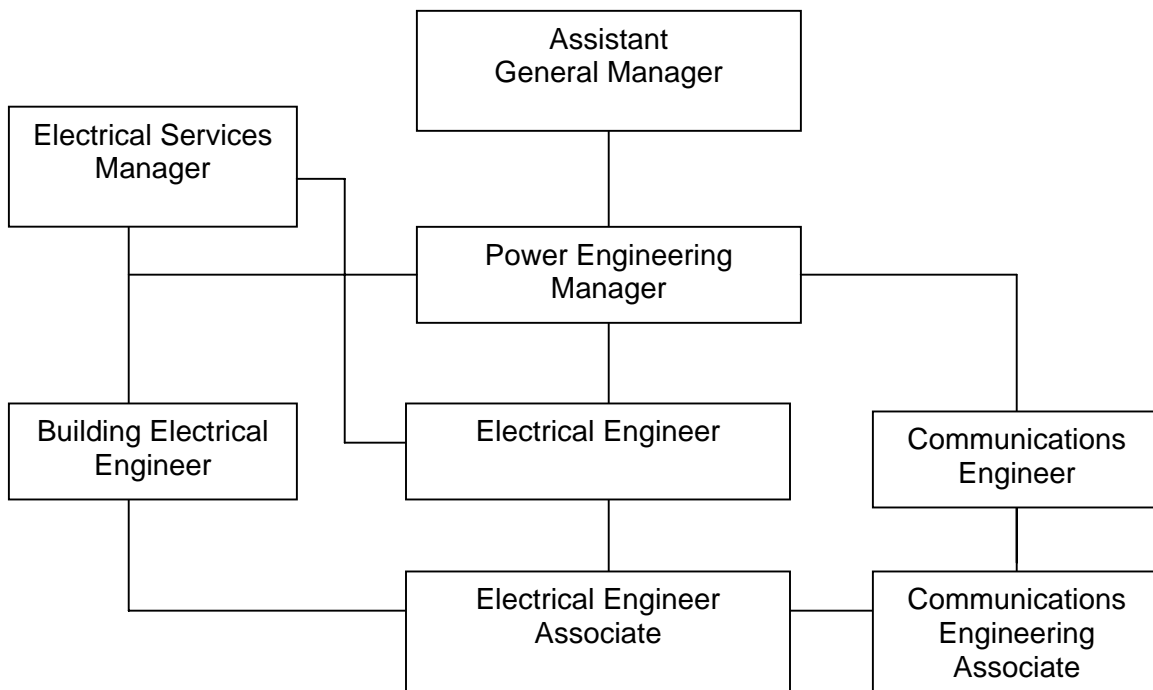
**CITY OF LOS ANGELES
PERSONNEL DEPARTMENT**

**CAREER OPPORTUNITIES FOR
ELECTRICAL ENGINEERING ASSOCIATE**

This information is being given to you to describe potential promotional opportunities as an Electrical Engineering Associate. The career ladders that are available to Electrical Engineering Associate are diagrammed below. The duties and requirements for the first promotional levels of these career ladders are also described. We encourage you to examine the options open to you and to prepare yourself for the promotions for which you qualify.

**COMMON CAREER LADDERS FOR
ELECTRICAL ENGINEERING ASSOCIATE**

The chart below shows the normal career paths for Electrical Engineering Associate. Normal advancement within this series is from electrical Engineering Assistant to Electrical Engineering Associate. With specific types of experience, however, promotion or lateral movement between these lines is also possible.



DUTIES AND REQUIREMENTS OF FIRST PROMOTIONAL LEVELS

Duties

Building Electrical Engineer – A Building Electrical engineer supervises the preparation of plans, specifications and drawings for facilities high and low voltage electrical systems such as lighting, communication and control systems; supervises the checking

of such plans for feasibility and conformance to good engineering practices and code requirements; may supervise a unit engaged in electrical testing of electrical appliances and equipment; or may supervise a section engaged in facility construction.

Communications Engineer – A Communications Engineer assigns, reviews, and evaluates the work of professional engineers and technical employees engaged in the preparation of plans, designs, specifications, estimates, cost and service analyses, and reports associated with the planning, design, construction, installation, operation and maintenance of municipal communications systems or Local Area Network (LAN)/Wide Area Network (WAN) communications systems; may also direct and coordinate the municipal communications systems or the LAN/WAN communications systems, construction, installation, operation and maintenance activities; applies sound supervisory principles and techniques in building and maintaining an effective work force; and fulfills equal employment opportunity responsibilities.

Electrical Engineer – An Electrical Engineer does responsible engineering work in preparing or planning, organizing and directing the work of employees engaged in the preparation of plans, designs, specifications, engineering economic cost and operational analysis studies, estimates, power supply contracts and reports, directs activities associated with the planning, construction, testing, maintenance, and operation of electric facilities, applies sound supervisory principles and techniques in building maintaining an effective work force, and fulfills equal employment opportunity responsibilities.

Requirements

Building Electrical Engineer

Two years of full-time paid experience in a position at the level of Electrical Engineering Associate II which provides experience in facilities electrical systems design, construction and maintenance, or in plan checking of electrical systems for compliance with code and safety requirements, or in the testing of electrical equipment.

Communications Engineer

1. Graduation from a school of engineering in a recognized four-year college or university with a degree in engineering or the possession of a valid Engineer-in-Training Certificate recognized by the California State Board of Registration for Professional Engineers; and
2. four years of full-time paid professional communications engineering experience, two years of which was in a position at the level of Communications Engineering Associate II.
3. In addition to the regular City application form, each candidate is required to submit a Supplemental Application for Communications Engineer as described below.

Electrical Engineer

Two years of full-time paid professional engineering experience in a position at least at the level of Electrical Engineering Associate II, Class Code 7525.

Registration as a Professional Engineer with specialization in either Electrical, Mechanical, civil, Nuclear, Structural, Industrial, Quality Assurance, or Control Systems Engineering with the California State Board of Registration for Professional Engineers is required at the time of filing. Registration as an Electrical Engineer is acceptable for all positions. Other types of registrations that will be accepted will be listed on the certification for each position. Only persons who have the necessary registration may be appointed from the eligible list to fill positions in this class.

PREPARING YOURSELF FOR PROMOTION

1. Broaden your work experience by taking advantage of job rotation and transfer opportunities. Take advantage of on-the-job training opportunities relating to your work.
2. Take advantage of formal education opportunities relating to your work.
3. Learn and stay abreast of laws, procedures, policies and practices relating to your career ladder.
4. Carefully review examination bulletins and class specifications for promotional classes to determine the kinds of skills, knowledges and abilities you need to develop for promotion.
5. Request for Notification cards may be completed in Room 100 of the Personnel Building (847-9240) to notify you by mail when a specific examination is open for filing. Familiarize yourself with the areas in your work location where weekly job bulletins are posted.
6. Employees may obtain career counseling from the Personnel Department's Employee Development Section, (213) 847-9800, in Room 380, Personnel Building.