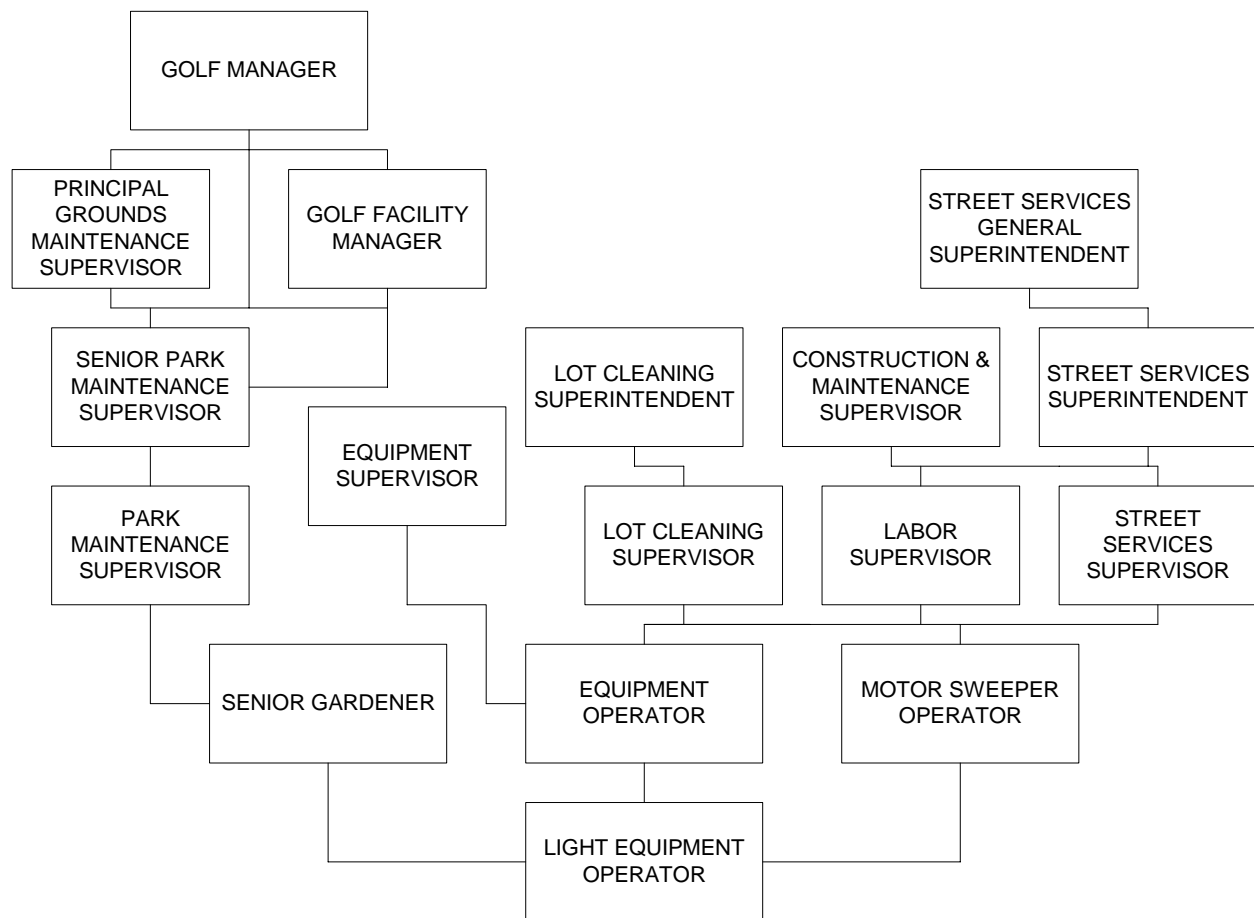


**CITY OF LOS ANGELES
PERSONNEL DEPARTMENT**

CAREER OPPORTUNITIES FOR LIGHT EQUIPMENT OPERATOR

This information is being given to you to describe potential opportunities as a Light Equipment Operator. The career ladders that Light Equipment Operators most commonly enter into are diagrammed below. The typical duties and requirements for the first promotional level of these career ladders are also described. However, these may be subject to change. You may review the class specifications and some job bulletins through the Personnel Department's website at www.lacity.org/PER or you may request a copy of the information from the Personnel Department, Room 100. We encourage you to examine the options open to you and to prepare yourself for the promotions for which you qualify.



DUTIES AND REQUIREMENTS OF FIRST PROMOTIONAL LEVEL

Equipment Operator

Duties: An Equipment Operator operates tractors, graders, rollers, scrapers, backhoes, track and wheel loaders, hydro and rigid boom cranes, grinders, trommel screens, compost mixers, profilers, pavers, and other construction and maintenance equipment. This equipment is used in weed abatement programs, compost and mulch facilities, construction, repair and maintenance of sidewalks, access ramps, streetscape installations, streets, roads, sewers, storm drains, canals, and water and power infrastructures; compacts soil and debris at refuse disposal sites; makes running repairs and adjustments to equipment; and may lubricate equipment and assist crew members on job site.

Requirements:

1. Two years of full-time paid experience in operating construction or road maintenance equipment, including tractors or cranes (you must list all types of equipment operated when describing experience).
2. Achievement of a qualifying score on the qualifying written test for Equipment Operator.

A certificate of satisfactory completion of the Los Angeles Board of Education Heavy Equipment Operator course or for the Equipment Operator Training course given by either the City of Los Angeles Public Works Bureau of Street Services or Bureau of Sanitation or the City of Los Angeles Department of Water and Power, may be substituted for six months of experience.

Senior Gardener

Duties: A Senior Gardener performs skilled gardening and irrigation work; assigns, reviews, and evaluates the work of employees engaged in routine gardening, ground maintenance and irrigation work in a City park, recreation area, golf course, nursery, the grounds of public buildings, Citywide traffic islands, medians, slopes, grade separations, and other landscaped areas; applies sound supervisory techniques in building and maintaining an effective work force; and fulfills workplace diversity responsibilities.

Requirements:

1. Two years of full-time paid experience in the propagation, care or maintenance of plants, flowers, shrubs, trees and lawns.
2. One year of accredited college education with at least two courses in horticulture, botany, or a related field may be substituted for one year of the required experience.
3. Achievement of a passing score on the qualifying written test for Senior Gardener.

Motor Sweeper Operator

Duties: A Motor Sweeper Operator operates a mechanical motor-driven street sweeper on public roadways and City-owned facilities in an assigned area and makes mechanical adjustments and minor repairs to sweepers.

Requirements:

1. One year of full-time paid experience in the operation, maintenance, or repair of motor sweepers; **or**
2. Satisfactory completion of the Motor Sweeper Operator Course certified by the Los Angeles Unified School District. The course must have been completed after 1992. A copy of the certificate of completion must be attached to the application; **and**
3. Achievement of a qualifying score on the qualifying Motor Sweeper Operator written test; **and**
4. A valid California Class B driver's license with medical certificate is required at the time of filing. Applicants must have a driving record free of accidents and/or moving violations within the last year. Applicants who have three or more moving violations or at-fault accidents, or any combination of moving violations or at-fault accidents totaling three or more within the last five years will be disqualified and will not be eligible for hire.

Note: The above information does not replace class specifications and examination bulletins.

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 related 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.