



HUMAN RESOURCES DIVISION ■ 9770 CULVER BLVD. ■ CULVER CITY, CA 90232 ■ 310-253-5640

SCOUT VEHICLE OPERATOR (Job Code # _____)

\$_____ Monthly

THE CITY OF CULVER CITY

Culver City is a Charter City incorporated in 1917, and is a destination filled with outdoor cafes, unique shops and galleries opening onto pedestrian-friendly boulevards. Culver City has a dedicated staff of approximately 700+ employees with an overall operating budget of over \$200 million. The City provides a full range of municipal services including Fire, Police, Community Development, Public Works, Parks, Recreation and Community Services, and Transportation.

HOW TO APPLY

Filing Deadline: _____

A complete application, including copies or relevant degrees and/or certificates must be submitted for consideration. Applicants must complete an online City application at: www.culvercity.org/jobs. Individuals that submit incomplete application materials may not receive full consideration for the position.

THE POSITION

Picks up ~~garbage, refuse, and trash-waste~~ from refuse containers and empties into refuse collection vehicles. Replaces the refuse containers and lids in their original location. Operates specialized motor equipment (ranging from a medium duty cargo van to a scooter) to pull refuse containers out of subterranean garages for collection, or to pick up regular scheduled or unscheduled collections. Maintains and repairs refuse ~~bins~~ collection equipment. Coordinates the delivery and removal of containers with customers and other refuse collection personnel. Performs routine and regular cleaning and servicing of assigned specialized vehicles. Performs a daily operations check of the specialized vehicle. May be assigned duties servicing the vehicles such as adding oil, water, and hydraulic fluid. Maintain pedestrian can and recycle sites. Performs bulk pick up service. ~~In addition to performing the same duties as a Sanitation Collector, they are responsible for collecting refuse using specialized vehicles to service pedestrian cans, pull and return refuse bins from and to subterranean garages and other inaccessible locations. Identifies maintenance or repair needs of assigned refuse collection equipment and reports these needs to the sanitation supervisor. Discusses various refuse collection services with customers or potential customers as necessary.~~ Tags and reports sanitation ordinance violations on the assigned route. Performs other related duties as assigned.

MINIMUM REQUIREMENTS

Any combination equivalent to training and experience that could likely provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Graduation from high school or equivalent and ~~S~~six (6) months experience performing heavy manual labor. Ability to perform heavy and physically demanding work for lengthy and continuous periods of time.

LICENSE AND CERTIFICATES

Possession of a valid California Class C driver license.

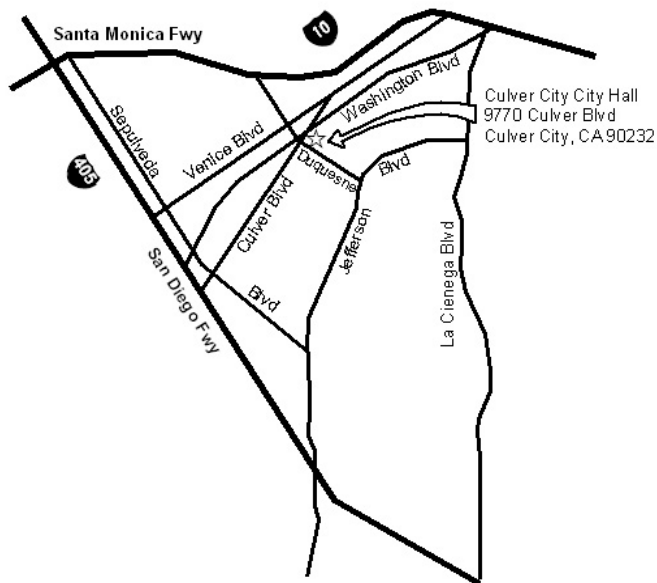
EXAMINATION PROCEDURES

Applicants must receive a passing score on all examination components in order to be placed on the eligible list. **Please note:** There is a six (6) month waiting period to re-test; therefore, applicants who have participated in the examination process within the preceding six (6) months will be deferred and will need to re-apply after the six (6) month waiting period.

COMPONENT	WEIGHT
• Physical Agility: To measure ability to perform strenuous physical activity. (Tentatively scheduled for November 18, 2014)	Qualifying
• Written Exam: To determine ability to follow written and oral instructions. (Tentatively scheduled for the week of _____)	60 <u>30</u> %
• Performance Test: To measure ability to operate scout vehicle safely on specified route. (Tentatively scheduled for the week of _____)	40 <u>70</u> %
• Appraisal Interview: To evaluate training, experience and personal qualifications. (Tentatively scheduled for the week of _____)	

Equal Opportunity Employer

Note: Proof of U.S. citizenship, alien residency, or authorization to work in the U.S. will be required before appointment to this position. Special assistance for persons with disabilities is available to help with the application and examination process upon request. Request should be made to Human Resources Department, 9770 Culver Blvd., Culver City, CA 90232-0507, (310) 253-5640, V/TDD (310) 253-5647 (Hearing Impaired Only). Women, Minorities & Disabled Encouraged to Apply.



THE CITY:

The City of Culver City, with a population of 40,000, is 8 miles from the Civic Center of Los Angeles and 5 miles from the Pacific Ocean, near the intersection of the Santa Monica and San Diego Freeways. Culver City is a “charter” city, governed by a 5-member City Council and managed by a City Manager, assisted by 10 department heads.

SELECTION PROCESS:

- 1) Official City employment application form completed (demonstrating possession of minimum qualifications), signed, and filed by 5:00 p.m., on or before filing date (filing time may vary if noted on reverse side of this form).
- 2) Successful completion of all parts of the examination process which may include one (1) or more of the following: written, appraisal interview, or performance, and physical agility. Applicants will be notified as to date, time, and location for each part.
- 3) Successful completion of all parts of a background check: conviction record, fingerprint check, proof of age, medical examination and loyalty oath.
- 4) All applicants who have successfully completed all stages of the recruitment process and received a final passing score will be placed on an eligible list, ranked according to final score.
- 5) Top five (5) ranks from eligible list will be referred for consideration in filling vacancies. The top three (3) ranks will be used for Promotional Examinations.

VETERAN’S PREFERENCE:

Proof of honorable discharge (DD214) must be submitted by final filing date to claim veteran’s preference. Reserve duty, including active reserve training duty, does not meet eligibility requirements for entitlement to veteran’s preference. (Veteran’s preference does not apply to promotional exams).

SENIORITY PREFERENCE:

Seniority points will be computed in accordance with Civil Service Rules and Regulations.

FRINGE BENEFITS:

These are typical benefits, but may vary by negotiated agreements with employee bargaining units. Please refer to the appropriate MOU for this position by visiting: www.culvercity.org

RETIREMENT:

City participates in CalPERS* retirement plan (Public Employees Retirement System). Retirement benefit depends upon date of appointment (hire) and associated employee bargaining unit.

DEFERRED COMPENSATION:

Employees may voluntarily contribute to a city sponsored deferred compensation plan.

HEALTH BENEFITS:

Choice of health, dental, vision and life plans are available for employees and dependents. Some employee contribution may be required.

LEAVE BENEFITS:

Include holidays, in-lieu time, sick and vacation.

UNIFORMS

Those employees required to wear uniforms will be either: (a) reimbursed for uniform articles; or (b) furnished uniforms depending upon classification.

CREDIT UNION AVAILABLE

* In the event an employee leaves City Service prior to retirement, this contribution, including interest, is remitted to the employee upon application to the retirement system.