



HUMAN RESOURCES DEPARTMENT ■ 9770 CULVER BLVD. ■ CULVER CITY, CA 90232 ■ 310-253-5651

**HEAVY EQUIPMENT OPERATOR (Job Code # \_\_\_\_\_)**

\$ \_\_\_\_\_ monthly salary

**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: 5:00 p.m., \_\_\_\_\_.**

A complete application, including copies of relevant degrees and/or certificates must be submitted for consideration. Applicants may download a City application at: [www.culvercityorg/jobs](http://www.culvercityorg/jobs) or obtain an application in person from the Human Resources Department, City Hall, 9770 Culver Boulevard, Culver City, CA 90232. Individuals that submit incomplete application materials may not receive full consideration for the position. Faxed or emailed materials will not be accepted.

**THE POSITION**

**This position is assigned to the Maintenance Operations Division (street maintenance).** Repairs asphalt and concrete surfaces and sub-grade failures and maintains alleys by operating motorized equipment including, but not limited to, backhoe, front-end loader, bobcat and dump truck with attachments, asphalt zipper and roller, water tanker truck or similar equipment; assists in the placement of concrete sidewalks, curbs, gutters and streets; uses tools including, but not limited to root cutter, chain saw, vibration plate, air compressor/jack hammer, shovel, pick, broom or similar tools; ensures job sites in the public right of way are set up in a safe manner; maintains the placement of traffic control devices to ensure safe and fluid traffic flow; delineates work zones in the public right of way to ensure pedestrian safety; operates heavy equipment within close proximity to motorized and pedestrian traffic; performs safety checks and routine servicing of assigned motorized vehicles including fueling and lubrication of vehicles; identifies maintenance and repair needs and reports necessary equipment repairs. Performs similar related tasks as required.

**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: three years of experience in the operation of medium equipment such as backhoes, front, side or rear loaders, sanitation vehicles or similar equipment.

**Notes:**

Positions in this job classification are considered safety sensitive under Federal Motor Carrier Safety Administration (FMSA) drug and alcohol regulations and are, therefore, subject to specific employment reference verifications.

Prior to appointment, candidates must pass a pre-employment medical examination, which will include a drug screen for detection of the presence of controlled/uncontrolled illegal substances. A positive pre-placement drug test, or a refusal to test, may result in rejection of the candidate.

**LICENSE AND CERTIFICATES**

Possession of a valid State of California class “A” driver’s license without air brake restrictions.

**EXAMINATION PROCEDURES**

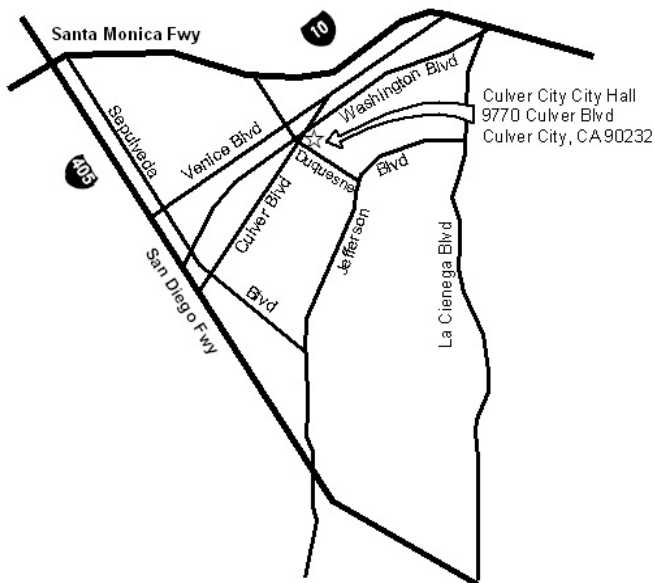
Applicants must receive a passing score on all examination components in order to be placed on the eligible list.

<b>COMPONENT</b>	<b>WEIGHT</b>
• <b>PERFORMANCE TEST:</b> To measure ability to operate heavy equipment.	60%
• <b>APPRAISAL INTERVIEW:</b> To evaluate training, experience and personal qualifications.	40%

**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 provisions of this bulletin do not constitute a contract, express or implied, and any provisions in this bulletin may be modified or revoked without notice.



**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](http://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.