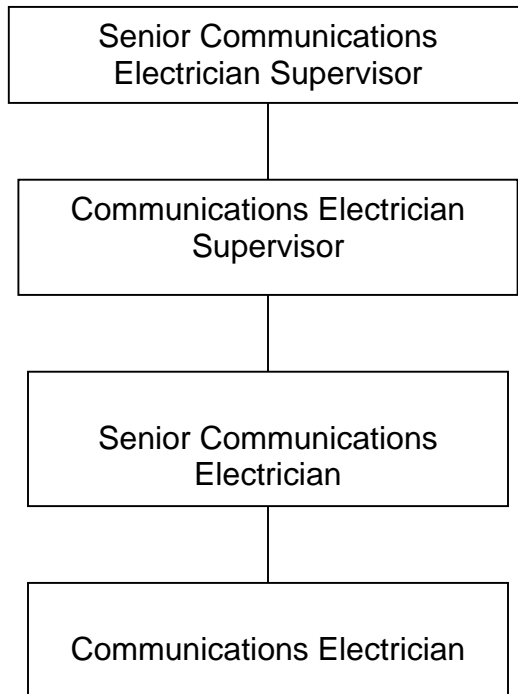


**CITY OF LOS ANGELES
PERSONNEL DEPARTMENT**

CAREER OPPORTUNITIES FOR COMMUNICATIONS ELECTRICIAN

This information is being given to you to describe potential opportunities as a Communications Electrician. The career ladder that Communications Electricians most commonly enter into is diagrammed below. The typical duties and requirements for the first promotional level of this career ladder is also described. However, these may be subject to change. You may review class specifications and some job bulletins through the Personnel Department's website at www.lacity.org/PER or you may request a copy of this 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

Senior Communications Electrician

Duties: Acts as a lead for and works with a small group of employees engaged in the construction, installation, repair, maintenance, and modification of communication systems and equipment such as: radio, microwave transmission, Local Area

Network/Wide Area Network data distribution systems, telephone networks, audio, avionic electronics, intrusion alarm systems, mobile digital terminals, dispatch networks, copper and fiber-optic cable systems, video distribution systems, supervisory control and data acquisition (SCADA) and transmission systems.

Requirements: Two years of full-time paid experience in a class at least at the level of Communications Electrician engaged in the construction, installation, operation, repair, maintenance and modification of electronic communication systems.

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 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) 847-9200, Room 380, Personnel Building.

(Rev. 10/03 gg)