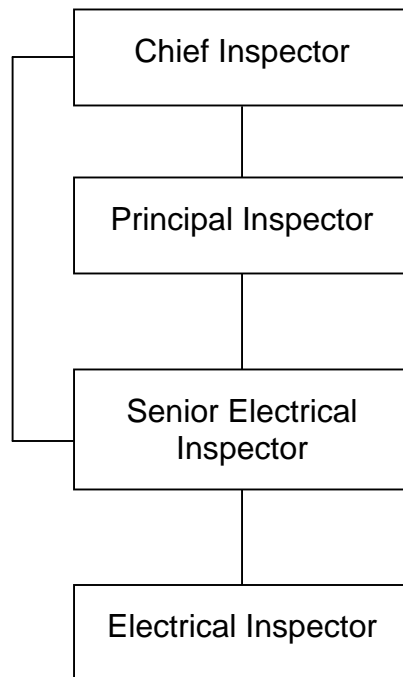


**CITY OF LOS ANGELES
PERSONNEL DEPARTMENT**

CAREER OPPORTUNITIES FOR ELECTRICAL INSPECTOR

This information is being given to you to describe potential opportunities as an Electrical Inspector. The career ladder that Electrical Inspectors most commonly enter into is diagrammed below. Normal advancement within this series is from Electrical Inspector to Senior Electrical Inspector. With specific types of experience, however, promotion or lateral movement between these lines is also possible. The typical duties and requirements for the first promotional level of these career ladders are 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

Senior Electrical Inspector – Supervises the work of employees engaged in the inspection of new and existing electrical installations and equipment to secure conformance to the City Electrical Code; personally inspects large and complicated electrical installations; may perform responsible staff functions; may supervise the inspection of the construction of electrical installations in public buildings to ensure conformance with contract plans and specifications; may witness fabrication and testing of electrical equipment at a manufacturing plant; may witness performance of operational testing equipment prior to start up; assists in

training inspection employees; applies sound supervisory techniques in building and maintaining an effective workforce; and fulfills equal employment opportunity responsibilities.

Requirements:

1. Two years of full-time paid experience as an Electrical Inspector with the City of Los Angeles.
2. One year of experience as a Building Mechanical Inspector with the City of Los Angeles may be substituted for one year of Electrical Inspector experience lacking; or

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) 847-9800, in Room 380, Personnel Building.