

City of Los Angeles
Personnel Department

HELICOPTER MECHANIC
SUPPLEMENTAL INFORMATION FORM

Instructions

The examination bulletin for Helicopter Mechanic states that all applicants must complete and submit a City of Los Angeles Employment Application and Helicopter Mechanic Supplemental Information Form together at the time of filling. **Candidates must submit both of these documents together to be considered further in the examination process.**

To evaluate your qualifications, it is required that you respond to each question that is asked in this Supplement. Indicating "N/A" (Not Applicable) is not considered a response to the question. If you use "N/A" or leave a question blank, your materials will be considered incomplete and you will not be considered a candidate in this examination. There are no appeal rights for individuals who are not candidates in the examination.

Your completed Helicopter Mechanic Supplemental Information Form will be presented to the interview panel for an assessment of your preparation to perform the duties of a Helicopter Mechanic. The Supplement will not be separately scored, but will be considered by the interview board in evaluating each candidate's qualifications.

All examination materials are the property of the City of Los Angeles Personnel Department. You may keep a copy of your response if you so desire. You will not be able to obtain a copy from the Personnel Department.

Certification Statement

I certify that the Helicopter Mechanic Supplemental Information Form and all of the responses to the questions are true and complete, and were authored, written, and prepared in their entirety solely by me. I understand that false, misleading or incomplete information shall be sufficient cause for disqualification in this examination or dismissal and other penalties, as may be prescribed by law.

| | | |
|------------------------|-------|----------------|
| NAME: LAST | FIRST | MIDDLE INITIAL |
| SOCIAL SECURITY NUMBER | | E-MAIL ADDRESS |

FORM CONTINUES ON THE NEXT PAGE

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1. The table on the next page lists various helicopter parts that you may have worked on as a Helicopter Mechanic. For each part, indicate a) the tasks you have performed on that part; b) the highest level of experience you have had with each part; and c) the helicopter model you have worked on.

Tasks

- | | |
|---------------|-------------------------------|
| 1. Inspecting | 5. Trouble-shooting |
| 2. Cleaning | 6. Disassembling/Reassembling |
| 3. Adjusting | 7. Overhauling |
| 4. Repairing | 8. Replacing |

Experience Level

- A. I have not had the opportunity to work on this part
- B. I have worked on this part under supervision or during training
- C. I have worked on this part without supervision
- D. I have supervised and trained others to work on this part

Helicopter Model

- | | | |
|------------------------------|-------------|-----------------|
| 1. Eurocopter AS350 (EC 130) | 3. Bell 407 | 5. Agusta AW139 |
| 2. Bell 206 series | 4. Bell 412 | |

Example

For the parts “Tail Rotor Blades and Hub Assembly,” you may have inspected, cleaned, adjusted, and replaced those parts, but never repaired or disassembled them. Additionally, you may have supervised others performing this job on Bell 407, Bell 412, and Eurocopter AS350. Therefore, you would fill in the form as shown in the example below.

Example

| Parts | Tasks | Experience Level | Helicopters |
|---------------------------------|------------|------------------|-------------|
| Tail Rotor Blade & Hub Assembly | 1, 2, 3, 8 | D | 1, 3, 4 |

FORM CONTINUES ON THE NEXT PAGE

| Parts | Tasks | Experience Level | Helicopters |
|----------------------------------|--------------|-------------------------|--------------------|
| Main Rotor Blades | | | |
| Main Rotor Hub Assembly | | | |
| Engine Mounts | | | |
| Auto-Pilot Systems | | | |
| Swash Plate Control Systems | | | |
| Power Plant & Engine Compartment | | | |
| Transmission | | | |
| Horizontal Stabilizer | | | |
| Tail Rotor Blades & Hub Assembly | | | |
| Tracking and Balancing | | | |
| Fuselage & Tail Boom Structures | | | |
| Electrical Systems & Components | | | |
| Hydraulic Systems & Components | | | |
| Freewheeling Unit | | | |
| Tail Rotor Gear Boxes | | | |
| Starters & Generators | | | |
| Flight Control Assemblies | | | |
| Landing Gear, Fixed | | | |
| Landing Gear, Retractable | | | |
| Fuel Systems & Components | | | |
| Air Conditioning & Heating | | | |
| Glass Cockpit | | | |

FORM CONTINUES ON THE NEXT PAGE

2. Please indicate the experience level that you have performing each of the following tasks on helicopters. Use the Experience Level responses A to D for your response.

- 1. Repainting and refinishing bodies _____
- 2. Sheet metal repair and welding _____
- 3. Fabrication of specialized equipment _____
- 4. Composite Structure Repair _____
- 5. SX-16 Nightsun Maintenance _____
- 6. Goodrich Hoist Maintenance _____
- 7. Nicad Battery Maintenance _____

3. Indicate whether you have had any of the following experience by checking either **Yes** or **No**.

- | | <u>YES</u> | <u>NO</u> |
|------------------------------------|--------------------------|--------------------------|
| A. Making Aircraft Logbook entries | <input type="checkbox"/> | <input type="checkbox"/> |
| B. Keeping weight and balance data | <input type="checkbox"/> | <input type="checkbox"/> |
| C. Completing F.A.A. Form 337 | <input type="checkbox"/> | <input type="checkbox"/> |
| D. Revising Maintenance manuals | <input type="checkbox"/> | <input type="checkbox"/> |

**THIS COMPLETES THE HELICOPTER MECHANIC
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