



CITY OF LOS ANGELES, BUREAU OF ENGINEERING
ADA COORDINATOR
(Salary Range - \$102,625 to \$160,650)



Salary Commensurate With Experience and Qualifications
(Comprehensive Employee Benefits Package Provided)
This position will be filled as exempt from Civil Service*

The City of Los Angeles, Bureau of Engineering is seeking an ADA Coordinator who will serve as the Sidewalk Repair Program ADA Coordinator for the Pedestrian Right-of-Way, in compliance with the Willits Settlement Agreement

DUTIES:

The ADA Coordinator will represent the City and serve as the ADA Coordinator for the Pedestrian Right-of-Way in relation to the settlement agreement for all Sidewalk Repair Program (SRP) ADA standards, compliance issues, requirements, policies, procedures and practices affecting pedestrian accessibility. The position will be responsible for conducting annual SRP Access Improvement reviews, preparing detailed, written semi-annual reports on SRP compliance efforts, program improvements, program schedules, exemptions, Access Requests, grievances and complaints, itemized program expenditures, related new construction projects, and maintaining any checklists used or SRP data collected for use in verifying SRP compliance. The ADA Coordinator will be responsible for ensuring the adoption and maintenance of written SRP policies and procedures as outlined in the settlement agreement for persons with Mobility Disabilities and for establishing SRP policies, procedures, and supervisory authority's protocols required for the stoppage of work, including providing recommendation when not in compliance with the settlement agreement. The position will be responsible for conducting site visits, plan reviews, and resolving design and construction issues regarding SRP construction-related accessibility standards to ensure ADA compliance, as well as, receiving and responding to Settlement Class members' reasonable inquiries and complaints concerning physical access barriers affecting the Pedestrian Facilities. The position will be responsible for ensuring all ADA requirements are adhered to and information is disseminated to appropriate City personnel regarding all SRP-related access requirements, including changes and updates to the requirements. The position will be responsible for preparing and training staff, on an on-going basis, on all access requirements related to Pedestrian Access Improvements. In addition, the position will be responsible for maintaining Certified Access Specialist (CAsp) certification.

DESIRED QUALIFICATIONS:

- Two years of full-time paid professional architecture or engineering experience
- Valid license either as an architect or as a registered civil engineer
- Certification as a Certified Access Specialist (CAsp)
- Minimum of three years' experience in providing Americans with Disabilities Act (ADA) services related to accessible facilities, including inspection
- Substantial experience in evaluating or assisting in public entities in evaluating the accessibility of facilities under Title II of the ADA
- Knowledgeable in current federal and state accessibility standards

The exceptional candidate would have all of the above qualifications

HOW TO APPLY:

Interested applicants should submit a resume, letter of interest and the names and telephone numbers of at least three work-related references (include names, titles, affiliations and telephone numbers) to:

City of Los Angeles Personnel Department - Attn: Catherine Garcia

Email: catherine.d.garcia@lacity.org

(Electronic submissions only)

Questions may be referred to Catherine Garcia at (213) 847-0550

APPLICATION DEADLINE

The filing period may close on **FRIDAY, January 26, 2018, 5 p.m. (PST)**,
OR any time after when sufficient applications are received.

The City of Los Angeles is an Equal Employment Opportunity Employer

*The ADA Coordinator is an exempt, at-will, management position. The incumbent will not accrue any civil service tenure or contractual employment rights in such position. The ADA Coordinator is appointed by, and serves at the pleasure of the Bureau of Engineering and the City Engineer, and may also be removed, without finding of cause.