



EXEMPT EMPLOYMENT OPPORTUNITY

JOB TITLE: Construction Estimator

SALARY: \$67,880.88 TO \$99,221.76 annually

FILING PERIOD: Open until sufficient applications are received.

POSITION DESCRIPTION

An Exempt Construction Estimator for GSD's Construction Forces Division works collaboratively with Bureau of Engineering (BOE) on continuously updating and maintaining the construction schedules for major BOE capital projects at City Facilities. The Construction Estimator reviews plans and specifications, develops estimates, prepares detailed work plans, develops cost-loaded and resource-loaded construction schedules, compares and analyzes costs, and performs other duties to reduce costs, increase efficiencies, and successfully complete various construction projects.

- This position may require working at various locations and various shifts as dictated by the needs of the construction projects assigned to the Division.

MINIMUM REQUIREMENTS

1. Two years full-time paid professional experience estimating and scheduling construction projects.
2. Proficiency in any industry-standard scheduling software.

NOTES:

1. A valid California driver's license is required upon appointment.
2. Applications are subject to review to ensure minimum qualifications are met. Candidates may be disqualified at any time if it is determined that they do not possess the minimum qualifications.
3. An application review will be utilized to determine the most qualified candidates to interview. Interviews may be held at a later date.

TO APPLY

Applicants for this position should submit a current City Application with resume and references to Raymund Santos, Personnel Services Division, Stop 508, 111 E. 1st



Street Room 307, Los Angeles, CA. You may also submit your application via email to raymund.santos@lacity.org or fax to: (213) 922-8514.



AN EQUAL EMPLOYMENT OPPORTUNITY – AFFIRMATIVE ACTION EMPLOYER



EXEMPT EMPLOYMENT

If employment is said to be exempt, it is meant that the employment is exempted from the civil service provisions of the City Charter. In order to receive a regular civil service appointment, employees must have successfully participated in a civil service examination, received a high enough score on the examination to be placed on and receive an appointment from an eligible list, and they must serve a probationary period.

Exempt employees do not compete in a civil service examination, they are not placed on an eligible list and receive an appointment from that list, nor do they serve a probationary period. As a result, exempt employees do not have what is referred to as a “property interest” in their job. Exempt employees serve at the will of the appointing authority and can be terminated at any time without cause. Employees with a property interest in their job, i.e. civil service employees, cannot be deprived of their employment (discharged or suspended) without due process.

GENERAL INFORMATION ABOUT EXEMPT EMPLOYMENT

Exempt employees serve at the will of the appointing authority, and as such, they may be discharged, suspended or otherwise disciplined without cause.

Exempt employees have no property interest in their employment, and any procedural benefit or other prerogative extended to them by their appointing authority is not intended to create and does not create any such property interest.

No officer or employee of the City may make to any other officer or employee any representation of a property interest in employment which does not correspond to Charter provisions unless the City Council, by ordinance, permits such representation. No unauthorized representation can serve as the basis of an employee’s reliance on, or expectation of, a property interest.

FOR EXEMPT EMPLOYEES SEEKING TO BECOME CIVIL SERVICE EMPLOYEES

There is no protective leave for an exempt employee appointed to a civil service position. Upon receiving a civil service appointment and passing probation, the former exempt employee will be subject to the Civil Service provisions described in Article X of the City Charter. Upon appointment, the civil service employee will begin to accrue displacement and layoff seniority on the first day of his/her civil service appointment and may file for promotional examinations for which s/he qualifies. A full or half-time exempt employee appointed to a full or half-time civil service position continues to: contribute to the Retirement System; accrue vacation time; accrue sick time; receive anniversary date salary increases; and, receive health and dental benefits identical to those received in the civil service position.