New Orleans Civil Service

AN EQUAL OPPORTUNITY EMPLOYER

OFFICIAL CLASS TITLE **ENTRANCE SALARY:** $42,980 PER YEAR

AIRPORT TECHNICIAN SPECIALIST (PLUMBER)
(CLASS CODE C8046)

FINAL DATE FOR FILING APPLICATIONS: Applications will be accepted until this announcement is withdrawn.

KIND OF WORK:

Highly skilled plumbing work at the journeyman level in the transportation, installation and maintenance of plumbing and heating systems; and related work as required. Employees in this classification are also required to perform light and heavy maintenance responsibilities when not engaged in plumbing work, as well as, other tasks and duties as assigned.

MINIMUM QUALIFICATION REQUIREMENTS:

1) A High School Diploma. **Original High School Diploma or G.E.D. issued by a state department of education must be presented within two (2) weeks of application.**

2) A valid driver's license **which must be presented at the time of application.** Applicants must be eligible for coverage under the airport's auto liability insurance policy.

3) Possession of a current Louisiana State Journeyman Plumber's license. **Original license must be presented at the time of application.**

4) Three (3) years of full time paid experience in the installation, maintenance, and repair of commercial plumbing fixtures and accessories such as Chair Carriers, Flushometers, Commercial Water Heaters, Backflow Preventions Devices, etc. Must be able to lift, transport, and operate large Drain Augers and related equipment.

   Electrical experience in the troubleshooting and repair of sensor operated valves, fixtures, devices, and control circuits is preferred, but not required.

   If hired, Aviation employees must maintain all required licenses, permits, certificates, and auto liability insurance eligibility during the duration of their employment. Failure to comply with any of the above listed provisions will result in termination.

(SEE REVERSE SIDE FOR ADDITIONAL INFORMATION)

KIND OF EXAMINATION:

A qualifying review of license and experience. Candidates must furnish a complete and accurate listing of all employers when applying. This must include a description of the actual duties and work done, the address of the former employer, and the inclusive dates of employment. References from former employer(s) may be required as part of this examination procedure. **A special work history form is required for listing employers, and must be obtained from and returned to the Department of Civil Service to be eligible for employment.**

This is a noncompetitive original entrance examination in accordance with Rule V, Section 8.1 (d) of the City Civil Service Rules.

Note: Candidates must pass a personal, criminal, and employment background check required under federal regulations.

This position requires a one year probationary period.

DOMICILE requirements are currently waived for the purpose of application. However, Aviation employees hired on or after 1/1/13 are required to establish domicile in Orleans Parish within 180 days of hire unless they reside closer to Armstrong International Airport than the Orleans Parish line.

THE CITY OF NEW ORLEANS IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, GENDER, AGE, PHYSICAL OR MENTAL DISABILITY, SEXUAL ORIENTATION, CREED, CULTURE, OR ANCESTRY. REQUESTS FOR ALTERNATE FORMAT OR ACCOMMODATIONS SHOULD BE DIRECTED TO AMY TREPAGNIER AT (504) 658-3516 OR TTY/VOICE AT (504) 586-4475 or (504) 658-4020.

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GENERAL INFORMATION AND REQUIREMENTS

Applications will not be accepted if received after the closing date or after the stated maximum number of applications has been received, as specified on this announcement. All minimum qualification requirements for examinations must be met by the final filing date unless otherwise specified on this announcement. Applications must be submitted on the official application form AND MUST BE RECEIVED IN THE DEPARTMENT OF CITY CIVIL SERVICE, 1340 POYDRAS STREET, SUITE 900, NEW ORLEANS, LOUISIANA, BEFORE THE CLOSE OF BUSINESS ON THE FINAL FILING DATE.

DELAY IN THE MAIL: The Department of City Civil Service cannot be responsible for failure of the applicant to receive an admission slip to an examination or for failure of the Department to receive material mailed by the applicant. Applicants should notify the Department of City Civil Service in writing of any address changes.

DOMICILE requirements are waived for purpose of application. However, all new employees hired on or after January 1, 2013 must be domiciled in Orleans Parish within 180 days of hire. Airport employees are excluded from this provision.

The minimum age limit is 18 years for any class of work requiring hard physical labor, operation of or proximity to hazardous machinery, exposure to hazardous chemicals, or participation in any other processes or procedures which are prohibited or limited by the Louisiana State Child Labor Law.

The working test (probation) period for most positions in the classified service is six months unless otherwise specified. Any working test period may be extended to a maximum of one year at the request of the appointing authority. Positions in the Inspector General's Office, Fire Department, Mosquito Control and Police Department as well as all positions in the classes of Institutional Counselor II & III (original entrance), Librarian I-IV, Management Development Analyst I & II, and Management Development Specialist I & II (original entrance), require a one year working test period.

The City of New Orleans has a comprehensive program of substance abuse testing. Candidates for employment for certain positions where the health, welfare and/or safety of the public, co-workers and the individual employee is at risk will have to undergo pre-employment substance abuse screening. Candidates for all other original entrance positions will have to undergo an unannounced substance abuse screening during their working test period. For further information, see Civil Service Rule V, Section 9.

A MEDICAL EXAMINATION is required for all original entrance probationary appointments to ACTIVE classifications, and may be required for re-employment, promotions and/or transfers.

A MEDICAL SCREENING, which may result in a medical examination, is required for all original entrance probationary appointments to **non-active** classifications.

GOOD MORAL CHARACTER is required of all applicants. Any applicant may be disqualified if his/her character or past employment record is found to be unsatisfactory as determined by the Department of City Civil Service. Forgery, misrepresentation of facts, or cheating on examinations is punishable by disqualification, fine and other penalties.

IMPORTANT: Applicants who are licensed to drive should have a current license **on their person** for purposes of identification during **all** phases of an examination. In lieu of such license, the Department of City Civil Service may require that applicants have some form of picture identification.

VETERANS PREFERENCE: On original entrance examinations, veterans (as defined in Article X, Section 10(2) of the Constitution of the State of Louisiana), disabled veterans, certain spouses and parents of veterans shall receive additional credit if claimed as provided on the Veterans Preference claim form which can be obtained in this office. To obtain credit, this form must be submitted with the required proof (at the minimum, a DD214) before the final filing date.

ACCREDITED COLLEGES AND UNIVERSITIES: An accredited college or university is an institution that is accredited as a college or university by an organization that is recognized by the USDE (United States Department of Education).

PROFESSIONAL ADMINISTRATIVE EXPERIENCE: The Civil Service Department defines this experience as experience gained after receiving a Bachelor's Degree.

Revised 1/91, 4/03,7/05, 2/07, 8/10, AND 2/12.