

# TREE SURGEON ASSISTANT

**Class Code: 3151**  
**Open Date: 06-23-23**  
**(Exam Open to All)**

## **ANNUAL SALARY**

\$42,449 to \$62,076

The salary in the Department of Water and Power is \$53,953 to \$67,045 and \$63,516 to \$78,926.

## **NOTES:**

1. Annual salary is at the start of the pay range. The current salary range is subject to change. Please confirm the starting salary with the hiring department before accepting a job offer.
2. Candidates from the eligible list are normally appointed to vacancies in the lower pay grade positions.
3. **For information regarding reciprocity between the City of Los Angeles departments and LADWP, go to [http://per.lacity.org/Reciprocity\\_CityDepts\\_and\\_DWP.pdf](http://per.lacity.org/Reciprocity_CityDepts_and_DWP.pdf).**

## **DUTIES**

A Tree Surgeon Assistant assists in tree trimming and removal work and performs a variety of skilled and unskilled tasks on the ground and in the trees.

## **REQUIREMENT/MINIMUM QUALIFICATION**

One year of full-time paid tree trimming, tree surgery, or gardening experience.

## **PROCESS NOTES**

1. A valid California driver's license is required at the time of filing. Applicants will be disqualified and not eligible for hire if their record within the last 36 months reflects three or more moving violations and/or at-fault accidents, or a conviction of a major moving violation (such as DUI).
2. A valid California Class B driver's license and valid medical certificate approved by the State of California Department of Motor Vehicles is required prior to the completion of probation. Candidates may not be eligible for appointment to these positions if their record within the last 36 months reflects three or more moving violations and/or at-fault accidents, or a conviction of a major moving violation (such as DUI).
3. For positions requiring a valid Class B driver's license, candidates will be asked to submit a commercial driving history in accordance with the California Department of Motor Vehicles CVS Section 1808.1.
4. On February 7, 2022, the Department of Motor Vehicles (DMV) implemented federal Entry Level Driver Training (ELDT) requirements for commercial driver's license (CDL) applicants. ELDT must be conducted by a registered training provider listed on the federal Training Provider Registry (TPR). Candidates will be responsible for obtaining this training on their own.
5. Applicants must be willing to do hard physical labor with frequent heavy lifting under noisy and dirty conditions.
6. Applicants must be willing to learn the specialized techniques for climbing and working in trees and demonstrate this ability within six months after appointment.

## **WHERE TO APPLY**

Applications will only be accepted on-line. **When you are viewing the on-line job bulletin of your choice, simply scroll to the top of the page and select the "Apply" icon.** On-line job bulletins are also available at <https://www.governmentjobs.com/careers/lacity>.

## **AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER**

For additional information and FAQs regarding the City's hiring process, please go to: <https://per.lacity.org/faqs/employment-testing-process.html>

## NOTE:

Applicants are urged to apply early to ensure you have time to resolve any technical issues you may encounter.

## APPLICATION DEADLINE

**Applications must be received by THURSDAY, JULY 6, 2023.**

In accordance with Civil Service Rule 4.2, all applicants who apply may not be tested in this examination. To meet anticipated hiring needs, only a limited number of qualified applicants will be invited to participate in the selection process in the following order: 1) Applicants currently employed by the City of Los Angeles who meet the minimum requirements, or are on a reserve list; 2) Remaining applicants who meet the minimum requirements in sufficient numbers to meet hiring needs based on a random sampling of those qualified candidates. Applications submitted during the filing period may be kept on file in the event that additional applicants need to be tested to meet hiring needs.

## SELECTION PROCESS

**Examination Weights:** Physical Abilities Test .....Qualifying  
Interview .....100%

The examination will consist of a qualifying physical abilities test and an interview. In the physical abilities test, candidates will be tested on coordination, upper body strength, anaerobic capacity, and muscular endurance. Candidates will be scheduled **one time only** for the physical abilities test. Candidates who fail to pass the physical abilities test will not be allowed to participate in the interview and will be considered as having failed the entire examination.

Candidates will be notified later by e-mail of the date, time, and location of the physical abilities test, which will be administered in a single half-day session in Los Angeles.

### Passing Score for the Qualifying Physical Abilities Test

The passing score for the qualifying physical abilities test will be determined by Personnel Department staff after the qualifying physical abilities test is administered. Consideration will be given to the number of candidates taking the test and the existing and anticipated number of vacancies, such that there are a sufficient number of eligible on the list to satisfy current and future vacancies for the next two years.

Candidates must achieve a passing score on the qualifying physical abilities test in order to be invited to the interview.

The examination score will be based entirely on the interview. In the interview, the following competencies may be evaluated: Safety Focus; Stress Tolerance; Teamwork; Mechanical Aptitude; Teamwork, Follow Oral Directions; and other necessary knowledge, skills, and abilities.

Candidates will be notified by e-mail of the date, time, and location of the interviews, which may be held in Los Angeles or on-line.

Additional job analysis information can be obtained by going to <https://per.lacity.org/jobs/job-analyses.cfm> and clicking on Competencies under Tree Surgeon Assistant.

## NOTES:

1. This examination is based on a validation study.
2. As a covered entity under the Fair Employment and Housing Act and Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and upon request, will provide reasonable accommodations to ensure equal access to its programs, services, and activities. To request a disability accommodation, please complete the Disability Accommodation Form within 14 calendar days of the submittal of the City application. The Disability Accommodation form can be obtained at [http://per.lacity.org/exams/verify\\_disability.pdf](http://per.lacity.org/exams/verify_disability.pdf).
3. Applications are accepted subject to review to ensure that minimum qualifications are met. Candidates may be disqualified at any time if it is determined that they do not possess the minimum qualifications stated on this bulletin.
4. A final average score of 70% or higher in the interview portion of the examination is required to be placed on the eligible list.
5. Based on City Policy, you may be required to undergo mandatory drug and alcohol testing prior to and during employment in this class.
6. The incumbents of some positions in this class may be required to pass an annual or periodic work fitness evaluation to determine their eligibility for continued employment in this class.
7. For candidates seeking initial City employment, in accordance with Los Angeles City Ordinance 187134, information regarding COVID-19 vaccination requirements as conditions of employment may be found at: [https://clkrep.lacity.org/online/docs/2021/21-0921\\_ord\\_187134\\_8-24-21.pdf](https://clkrep.lacity.org/online/docs/2021/21-0921_ord_187134_8-24-21.pdf).

### Notice:

*If you receive and accept an offer of employment to a regular position with the City of Los Angeles, your employee benefit coverage (including health and dental coverage, as well as life insurance) will commence approximately six weeks after your original appointment. Not all positions in the City receive benefit coverage; you should inquire regarding the availability of employee benefits prior to accepting a position. All City employees are required to be Disaster Service Workers.*

### **THIS EXAMINATION IS TO BE GIVEN ONLY ON AN OPEN COMPETITIVE BASIS**

The City of Los Angeles does not discriminate on the basis of race, religion, national origin, sex, age, marital status, sexual orientation, gender identity, gender expression, disability, creed, color, ancestry, medical condition (cancer), or Acquired Immune Deficiency Syndrome.

**Class Code 3151 ..... 06-23-23**