



County of Los Angeles FIRE PREVENTION ENGINEERING ASSISTANT II (Fire Alarm/Sprinkler System Specialty)

SALARY	\$7,605.46 - \$9,707.36 Monthly \$91,265.52 - \$116,488.32 Annually	LOCATION	Los Angeles County, CA
JOB TYPE	Full time	JOB NUMBER	33773Q
DEPARTMENT	FIRE	OPENING DATE	07/22/2022
CLOSING DATE	Continuous		

Position/Program Information



FIRE DEPARTMENT

TYPE OF RECRUITMENT
OPEN COMPETITIVE JOB OPPORTUNITY

FILING PERIOD
July 25 2022 at 8:00 a.m. (PT) - Continuous

EXAM NUMBER
33773Q

This reposting is to remove the COVID-19 language and add information regarding Transfer of Scores and Anti-Racism, Diversity and Inclusion Initiative.

THIS EXAMINATION WILL REMAIN OPEN UNTIL THE NEEDS OF THE DEPARTMENT ARE MET AND IS SUBJECT TO CLOSURE WITHOUT PRIOR NOTICE.

DEFINITION:

Under general supervision, performs professional fire protection engineering work involving review and approval of complex construction plans, and inspection of building sites for compliance with fire protection codes and regulations.

CLASSIFICATION STANDARDS:

Positions allocable to this class are located in the Prevention Bureau of the Fire Department. Positions work under the administrative and technical supervision of a supervisory level fire prevention engineer. Incumbents are engaged in the performance of all fire protection engineering assignments. They are responsible for professional fire protection

engineering work involving plan checks of technically complex structures, and review of fire flow and hydrant requirements for the purpose of safeguarding life and property against loss from fire, panic, and related hazards. Incumbents provide technical supervision to Fire Prevention Engineering Assistant I's. Incumbents in this class must possess thorough knowledge and understanding of engineering principles; acquired through academic training or related work experience, and thorough knowledge of fire codes and regulations; and fire hazardous materials. Incumbents must also exercise knowledge of the interpretation of legal land maps and parcels, and knowledge of mathematics sufficient to perform related engineering calculations.

Essential Job Functions

- Conducts plan reviews and issues approvals for complex fire sprinkler systems (e.g., private fire line, wet-pipe, dry-pipe, pre-action, deluge and foam systems, standpipe and fire pump systems), fire alarm systems (e.g., automatic, manual, supervising station, emergency communications), fire sprinkler monitoring systems, and/or clean agent systems by reviewing and interpreting applicable codes (e.g., building, fire, residential, National Fire Protection Association (NFPA) standards); and comparing submitted plans (paper and computerized) using applicable software programs (e.g., Electronic Permitting and Inspection County of Los Angeles (EPIC LA)) in order to ensure that fire sprinkler systems and/or fire alarm systems are in compliance with minimum required codes and standards.
- Acts as a liaison for the Los Angeles County Fire department by attending meetings with upper management, local government officials (e.g., County/City, Water Departments, Building/Planning Department officials), and applicants (e.g., architects, engineers, contractors, owners); and interpreting and providing information pertaining to fire sprinkler/fire alarm system requirements in order to inform all involved of minimum code requirements for fire sprinkler systems and/or fire alarm systems.
- Clarifies and interprets fire sprinkler/fire alarm system requirements imposed on projects submitted for review by architects, engineers, or owners (e.g., home, building) by reviewing and interpreting applicable codes (e.g., building, fire, residential, National Fire Protection Association (NFPA) standards); communicating with applicants and providing a list of corrections; and ensuring compliance with applicable codes in order to approve the submitted projects.
- Consults with supervisor or higher-level staff for highly complex fire sprinkler/fire alarm system projects (e.g., large arenas, high-rise buildings, large warehouses) by conducting meetings and discussing the project; and presenting documentation (e.g., alternative means and method) in order to provide the applicant with final approval/denial of submitted projects.
- Conducts field inspections (e.g., fire flow test, fire pump acceptance test) by visiting project sites; witnessing or performing flow tests; and verifying test results in order to confirm project requirements are being met.
- Verifies calculations by reviewing submitted hydraulic calculations for trees, loops, and complex grid fire sprinkler systems; or reviewing voltage drop, back-up battery, and conduit fill calculations for fire alarm systems in order to ensure the submitted data supports what is on the plan.
- Collects fees associated with fire sprinkler and fire alarm systems by establishing the proper plan review fees; creating invoices for the fees; and verifying payment through Electronic Permitting and Inspection County of Los Angeles (EPIC LA) in order to ensure proper payment is received.
- Assist in new construction inspection on complex fire sprinkler/fire alarm system(s) by witnessing inspection and verifying proper installation of the system in order to confirm that the installation is in compliance with approved plans.

Requirements

SELECTION REQUIREMENTS:

TRAINING AND EXPERIENCE:

Option I: A Certificate of Registration* as a Fire Protection Engineer -AND- One year's experience performing fire protection engineering work designing various types of fire sprinkler systems (e.g., wet-pipe, dry-pipe, pre-action, deluge and foam systems) or fire alarm systems (e.g., automatic, manual, supervising station, emergency communications)

Option II: Graduation from an accredited** college with a bachelor's degree* specialization in civil engineering, mechanical engineering, electrical engineering or fire protection engineering - AND - One year's experience performing fire protection

engineering work designing various types of fire sprinkler systems (e.g., wet-pipe, dry-pipe, pre-action, deluge and foam systems) or fire alarm systems (e.g., automatic, manual, supervising station, emergency communications)

Option III: Five years experience performing fire protection engineering work designing various types of fire sprinkler systems (e.g., wet-pipe, dry-pipe, pre-action, deluge and foam systems) or fire alarm systems (e.g., automatic, manual, supervising station, emergency communications)

LICENSE:

A valid California Class C Driver License or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions.

PHYSICAL CLASS:

3 - Moderate - Includes standing or walking most of the time, with bending, stooping, squatting, twisting, and reaching; includes working on irregular surfaces, occasionally lifting objects weighting over 25 pounds, and frequent lifting of 10-25 pounds.

SPECIAL REQUIREMENT INFORMATION:

*In order to receive credit for any certificate(s), license(s), or college or university degree, such as a Bachelor's degree or higher, you **must include a legible copy of the certificate(s), license(s), or either the Official Degree, Official Transcript(s)*, or Official Letter from the accredited institution (which shows the area of specialization and the date the degree was awarded) with the Registrar's signature and school seal at the time of filing or within fifteen (15) calendar days of submitting an online application.** If you are unable to attach your documents, you may e-mail them to Fire-Examination@fire.lacounty.gov or fax them to (323) 264-7159. Failure to provide any required documentation will result in application rejection. Please include your Name, Exam Number, and the Exam Title on the submitted documents.

Note: "Official Transcript" is defined as a transcript that bears the college seal and states "official and/or copy" issued by the school's Registrar Office. A printout of the transcript from the school's website is **NOT** considered official and therefore, **will not** be accepted and will result in your application being incomplete and rejected.

**Accredited institutions are those listed in the publications of regional, national or international accrediting agencies, which are accepted by the Department of Human Resources. Publications such as [American Universities and Colleges](#) and [International Handbook of Universities](#) are acceptable references. Also Acceptable, if appropriate, are degrees that have been evaluated and deemed to be equivalent to degrees from United States accredited institutions by an academic credential evaluation agency recognized by [The National Association of Credential Evaluation Services](#) or the [Association of International Credential Evaluators, Inc. \(AICE\)](#).

Additional Information

EXAM CONTENT:

This examination will consist of **TWO (2)** parts:

PART I: An evaluation of Training and Experience, weighted **60%**, assessing:

- Professional/Technical Knowledge of:
 - Regulatory codes for fire sprinkler systems
 - Regulatory codes for fire alarm systems
 - General understanding of fire sprinkler system design
 - General understanding of fire alarm system design
 - General engineering terminology

- Problem Solving & Analysis Skills
- Mathematical Ability
- Technology Use

Candidates must achieve a passing score of 70% or higher in Part I in order to advance to Part II.

PART II: A structured interview, weighted **40%**, assessing:

- Customer Focus & Relationship Building
- Ethics & Integrity
- Conscientiousness
- Conflict and Stress Management
- Adaptability
- Teamwork
- Oral Communication

Candidates must achieve a passing score of 70% or higher on each weighted part in order to be placed on the eligible register.

NOTE: All notifications including invitation letters will be sent electronically to the email address provided on the application. It is important that you provide a valid email address. Please add Jasmine.Anderson@fire.lacounty.gov, Fire-Examination@fire.lacounty.gov, AOGanesyan@hr.lacounty.gov, info@governmentjobs.com, noreply@proctoru.com, and donot-reply@amcatmail.com to your email address and list of approved senders to prevent email notifications from being filtered as spam/junk/clutter mail.

It is also important that you provide a valid email address. DO NOT select "off" under Email Preferences within your profile or click "unsubscribe" on our notices if you would like the County of Los Angeles to notify you regarding your application status, test schedules, and other important information pertaining to your candidacy for this position. Regardless of whether you choose to unsubscribe, you can always check for notifications by logging into governmentjobs.com and viewing your profile inbox, which saves a copy of all emailed notices.

It is your responsibility to take the above steps to view correspondence. Los Angeles County will not consider claims of not viewing or receiving notification to be a valid reason for late test administration or rescheduling of a test component.

Notice of Non-Acceptance and Final Results letters will be sent via email. Test scores cannot be given over the phone.

TEST PREPARATION:

Study guides and other test preparation resources are available to help candidates prepare for employment tests. An interactive, Online Test Preparation System for taking practice tests may be accessed on the Department of Human Resources website at <http://hr.lacounty.gov/>. Please click on Find a Job, then click on Job Search Toolkit. You can also access test preparation for the computerized portion of the test by going to http://www.shldirect.com/practice_tests.html. While test study guides will help in preparing for the test, we advise you to review ALL related materials that you deem necessary.

TRANSFER OF SCORES:

Applicants who have taken identical components recently for other exams may have their scores automatically transferred to this examination

This examination contains test components that may be used in the future for new examinations and your test scores may be transferred.

SUPPLEMENTAL QUESTIONNAIRE:

The acceptance of your application depends on whether you have **clearly shown that you meet the Selection Requirements** and you have completely filled out your application. Please fill out your application and the supplemental questionnaire completely and correctly to receive full credit for any related education, training, and job experience. For each job held, give the name and address of your employer, your actual job title, beginning and ending dates, total number of hours worked (full or part-time), and description of work performed. Provide any relevant job

experience and training in the spaces provided so we can evaluate your qualifications for this job. Your application will be rejected if it is incomplete. We may reject your application at any time during the selection process.

In order to receive credit for any certificate(s), license(s), or college or university degree, such as a Bachelor's degree or higher, you **must include a legible copy of the certificate(s), license(s), or either the Official Degree, Official Transcript(s)*, or Official Letter from the accredited institution (which shows the area of specialization and the date the degree was awarded) with the Registrar's signature and school seal at the time of filing or within fifteen (15) calendar days of submitting an online application.** If you are unable to attach your documents, you may e-mail them to Fire-Examination@fire.lacounty.gov or fax them to (323) 264-7159. Failure to provide any required documentation will result in application rejection. Please include your Name, Exam Number, and the Exam Title on the submitted documents.

Note: *Official Transcript is defined as a transcript that bears the college seal and states "official and/or copy" issued by the school's Registrar Office. A printout of the transcript from the school's website is **NOT** considered official and therefore, **will not** be accepted and will result in your application being incomplete and rejected.

ELIGIBILITY INFORMATION:

The names of candidates receiving a passing score on the examination will be placed on the eligible register in the order of their score group for a period of **twelve (12) months** following the date of promulgation.

AVAILABLE SHIFT:

Any Shift- Appointees must be willing to work any shift, including evenings, nights, weekends, and holidays.

BACKGROUND CHECK:

Candidates who are extended a conditional offer of employment will be required to complete a background check, including a review of any criminal convictions, which requires a fingerprint scan. A candidate with a conviction history which has a direct and adverse relationship with the duties of the Fire Prevention Engineering Assistant II position may undergo the process for their conditional offer of employment to be rescinded. If rescinded, a candidate's name will be removed from the certification list pursuant to Civil Service Rule 6.04.

ANTI-RACISM, DIVERSITY, AND INCLUSION (ARDI):

The County of Los Angeles recognizes and affirms that all people are created equal and are entitled to all rights afforded by the Constitution of the United States. The County of Los Angeles Fire Department is committed to promoting Anti-Racism, Diversity, and Inclusion efforts to address the inequalities and disparities amongst various groups of people. We support the ARDI Strategic Plan and its goals by improving equality, diversity, and inclusion in recruitment, selection, and employment practices.

VACANCY INFORMATION:

The eligible register resulting from this examination will be used to fill **Fire Prevention Engineering Assistant II** vacancies in the County of Los Angeles Fire Department, as they occur.

APPLICATION AND FILING INFORMATION:

Applications must be filed online only. We must receive your online application by 5:00 p.m. (PT), on the last day of filing. Applications submitted by U.S. mail, fax, or in person will not be accepted. Apply online by clicking on the green "Apply" button, when it becomes available, at the top right of this posting. You can also track the status of your application using this website. If you are unable to access the website, you may enter the following link to access your profile:
<http://www.governmentjobs.com/careers/lacounty>.

NOTE: We must receive all required documents, if any, **at the time of filing or within fifteen (15) calendar days of submitting your online application.** Please check your application to ensure that the documents are uploaded by logging on to County of Los Angeles Department of Human Resources website and reviewing your submitted application. Applicants must submit all documents to be considered (official diplomas, official transcripts, certificates, etc.) during application submission. All documents must be clear and legible. Although resumes may be uploaded as attachments to the online application, resumes cannot be accepted in lieu of completing the online application. If you are unable to attach documents, you may e-mail them to Fire-Examination@fire.lacounty.gov or fax the documents to (323) 264-7159 **at the time of filing or within fifteen (15) calendar days of submitting your online application.** Failure to provide the documentation will result in application rejection. Please include your Name, the Exam Number, and the Exam Title on the faxed

documents.

IMPORTANT NOTE:

ADDITIONAL INFORMATION REGARDING ONLINE FILING

Please note that **ALL** information included in the application materials is subject to **VERIFICATION** at any point during the examination and hiring process, including after an appointment has been made. **FALSIFICATION** of any information may result in **DISQUALIFICATION** or **RESCISSION OF APPOINTMENT**. Utilizing **VERBIAGE** from the Class Specification and/or Minimum Requirements serving as your description of duties **WILL NOT** be sufficient to demonstrate that you meet the requirements. Doing so may result in an **INCOMPLETE APPLICATION** and you may be **DISQUALIFIED**.

SOCIAL SECURITY NUMBER:

It is important that you provide your own Social Security Number (SSN) at the time of filing to ensure your application is processed accurately. Please include your SSN for record control purposes. Federal law requires that all employed persons have a SSN.

COMPUTER AND INTERNET ACCESS AT PUBLIC LIBRARIES:

For applicants who may not have regular access to a computer or the Internet, you may borrow laptops and Wi-Fi hotspot from some public libraries throughout Los Angeles County to complete job applications. Please note that service hours and capacity may be limited at some public libraries. Refer to their website for more information: <https://lacountylibrary.org/reopening>

NO SHARING OF USER ID, EMAIL AND PASSWORD:

If you do not already have an account/profile with the County of Los Angeles, you will need to create one. All applicants must file their application online using their **own** user ID and password. Using someone else's user ID and password may erase the original candidate's application record.

TESTING ACCOMODATION:

If you need accommodation to take the assessment, let us know by contacting the ADA/ Testing Coordinator at Fire-Examination@fire.lacounty.gov. The sooner you contact us, the sooner we can respond to your request and keep you moving through the process.

ADA Coordinator Phone: (213) 466-5500

California Relay Services Phone: (800) 735-2922

Department Contact Name: Fire Examination Section

Department Contact Phone: (213) 466-5500

Department Contact E-mail: Fire-Examination@fire.lacounty.gov

Department Fax: (323) 264-7159

COUNTY OF LOS ANGELES

Employment Information

Any language contained in the job posting supersedes any language contained below.

Your Responsibilities:

1. Completing Your Application:

- a. Before submission of the application, it is your responsibility to ensure that all information provided is correct and complete on the application. Incomplete applications cannot be accepted.
- b. List each payroll title separately for each job. Do not group your experience. Specify the beginning and ending dates for each job. If you are a Los Angeles County employee and have held multiple positions, do NOT list all of your time with the County under your present payroll title.
- c. Please include your Social Security Number for record control purposes. Federal law requires that all employed persons have a Social Security Number.
- d. To receive credit, include required documents (e.g., copy of your diploma, transcript, certificate, or license) as directed on the job posting. International degrees in a foreign language must be translated to English and evaluated for equivalency to

U.S. standards. Refer to the job posting for specific deadlines for supporting documentation.

2. Requirements on Job Posting:

- a. Your application will only be accepted if it clearly shows you meet the requirements. The information you give will determine your eligibility and is subject to verification at any time.
- b. You must be at least 16 years of age at the time of appointment unless other age limits are stated on the job posting. The Federal Age Discrimination in Employment Act (ADEA) of 1967, as amended, prohibits discrimination on the basis of age for any individual age 40 or older.
- c. Experience is evaluated on the basis of a verifiable 40- hour week, unless specified otherwise. Prorated part-time experience may be acceptable.

3. Application Deadline: All job applications must be completed and submitted before the closing time on the last day of the filing period as indicated on the job posting unless other instructions are provided. Job postings with an open continuous filing period are subject to closure without prior notice. It is to your advantage to file your application early and not wait until the last allowable date and time as you will not be able to apply once the filing period has closed.

4. Change of Name or Address: To change personal information such as your name or address, log into your profile on www.governmentjobs.com and make the necessary change. This can be done at any time.

5. Equal Employment Opportunity/Non-Discrimination Policy:

- a. It is the policy of the County of Los Angeles to provide equal employment opportunity for all qualified persons, regardless of race, color, religion, sex, national origin, age, sexual orientation, disability, or any other characteristic protected by state or federal law.
- b. If you are an individual requesting reasonable accommodation(s) in the examination process, please contact the testing accommodation coordinator listed on the job posting. The provision of accommodation(s) may be subject to verification, consistent with state and federal law. All accommodation-related information will remain confidential.

Disclaimer: The County of Los Angeles is not responsible or in any way liable for any computer hardware or software malfunction that may affect the employment application or the application selection process.

You assume all responsibility and risk for the use of this system and the Internet generally. This system and the information provided on it are provided on an "as is" and "as available" basis without warranties of any kind, either express or implied. No advice or information given by the County of Los Angeles or its respective employees shall modify the foregoing or create any warranty.

The County of Los Angeles expressly disclaims any warranty that the information on this system or on the Internet generally will be uninterrupted or error free or that any information, software or other material accessible from the system is free of viruses or other harmful components. You shall have no recourse against the County of Los Angeles as the system provider for any alleged or actual infringement of any proprietary rights a user may have in anything posted or retrieved on our system.

The County of Los Angeles shall not be liable for any direct, indirect, punitive, incidental, special or consequential damages arising out of or in any way connected with the use of this system or with the delay or inability to use it (or any linked sites), or for any information obtained through this system, or otherwise arising out of the use of this system, the Internet generally or on any other basis.

NOTE: Your application is submitted using Secure Encryption to ensure the privacy of all information you transmit over the Internet.

By accepting the Use Disclaimer set forth herein, you agree to all of the above terms and further agree to use this Online Job Employment Application System only for the submission of bona fide employment applications to the County of Los Angeles. Any other use of this Online Job Employment Application System, including without limitation any copying, downloading, translating, decompiling, or reverse engineering of the system, data, or related software, shall be a violation of the Use Disclaimer.

Test Preparation: Study Guides and other resources are available to help candidates prepare for employment tests. An interactive system for taking practice tests may be accessed on the Department of Human Resources website at <https://hr.lacounty.gov/>. Additional resources may be listed on the job posting.

Veteran's Credit: In all open competitive examinations, a veteran's credit of 10 percent of the total credits specified for such examinations will be added to the final passing grade of an honorably discharged veteran who served in the Armed Forces of the United States under any of the following conditions: During a declared war; -or- During the period April 28, 1952 through July 1, 1955; -or- For more than 180 consecutive days, other than for training, any part of which occurred after January 31, 1955, and before October 15, 1976; -or- During the Gulf War from August 2, 1990 through January 2, 1992; -or- For more than 180 consecutive days, other than for training, any part of which occurred during the period beginning September 11, 2001, and ending on August 31, 2010 the last day of Operation Iraqi Freedom; -or- In a campaign or expedition for which a campaign medal or expeditionary medal has been authorized and awarded. Any Armed Forces Expeditionary medal or campaign badge, including El Salvador, Lebanon, Grenada, Panama, Southwest Asia, Somalia, and Haiti qualifies for credit.

A campaign medal holder or Gulf War veteran who originally enlisted after September 7, 1980 (or began active duty on or after October 14, 1982, and has not previously completed 24 months of continuous active duty) must have served continuously for 24 months or the full period called or ordered to active duty.

This also applies to the spouse of such person who, while engaged in such service was wounded, disabled or crippled and thereby permanently prevented from engaging in any remunerative occupation, and also to the widow or widower of any such person who died or was killed while in such service. A DD214, Certificate of Discharge or Separation from Active Duty, or other official documents issued by the branch of service are required as verification of eligibility for Veterans preference. Applicants must submit the documentation for each open competitive exam to qualify for veteran's credit. More information available at: <https://www.opm.gov/policy-data-oversight/veterans-services/vet-guide-for-hr-professionals/>

Accreditation Information: Accredited institutions are those listed in the publications of regional, national or international accrediting agencies that are accepted by the Department of Human Resources. Publications such as American Universities and Colleges and International Handbook of Universities are acceptable references. Also acceptable, if appropriate, are degrees that have been evaluated and deemed to be equivalent to degrees from United States accredited institutions by an academic credential evaluation agency recognized by The National Association of Credential Evaluation Services or the Association of International Credential Evaluators, Inc. (AICE). More information is available at:

http://file.lacounty.gov/SDSInter/dhr/070812_PPG123.pdf (Download PDF reader) and

http://file.lacounty.gov/SDSInter/dhr/205105_PPG_123_AC_E_Resource_Guide.pdf (Download PDF reader)

Background Check: The County of Los Angeles is a Fair Chance employer. Except as otherwise permissible under applicable laws, you will not be asked to provide information about a conviction history unless you receive a conditional offer of employment. The County will make an individualized assessment of whether your conviction history has a direct or adverse relationship with the specific duties of the job, and will also consider potential mitigating factors, including, but not limited to, evidence and extent of rehabilitation, recency of the offense(s), and age at the time of the offense(s). **If asked to provide information about a conviction history, any convictions or court records which are exempted by a valid court order do not have to be disclosed.**

Career Planning: Resources to help current and prospective employees plan a career with Los Angeles County are available. To explore career paths to and from nearly all job titles, please visit our interactive Career PathFinder application at <https://career-pathfinder.hr.lacounty.gov/#/>.

Benefit Information: Depending on the position, the successful candidate will enroll in a contributory defined benefit pension plan if the candidate is a "new member" of the County's defined benefit plan (LACERA) on or after January 1, 2013 (first employed by the County on or after December 1, 2012) – unless she or he established reciprocity with another public retirement system in which she or he was a member before January 1, 2013. It should be noted that County employees do not pay into Social Security, but do pay the Medical Hospital Insurance Tax portion of Social Security at a rate of 1.45%. The Los Angeles County Employees Retirement Association (LACERA) has reciprocal agreements with several public retirement systems in California.

Americans with Disabilities Act of 1990: All positions are open to qualified men and women. Pursuant to the Americans with Disabilities Act of 1990, persons with disabilities who believe they need reasonable accommodation, or help in order to apply for a position, may contact the ADA/Personnel Services for Disabled Persons Coordinator. Hearing impaired

applicants with telephone teletype equipment may leave messages by calling the teletype phone number on the job posting. The County will attempt to meet reasonable accommodation requests whenever possible.

Equal Employment Opportunity: It is the policy of the County of Los Angeles to provide equal employment opportunity for all qualified persons, regardless of race, religion, sex, national origin, age, sexual orientation, disability, or any other characteristic protected by state or federal law. All positions are open to qualified men and women pursuant to the Americans with Disabilities Act of 1990 and the California Fair Employment and Housing Act. The County will comply with all of its obligations under State and Federal laws regarding the provision of reasonable accommodations to applicants.

Los Angeles County Child Support Compliance Program: In an effort to improve compliance with court ordered child, family and spousal support obligations, certain employment and identification information (i.e., name, address, Social Security number and date of hire) is regularly reported to the State Directory of New Hires which may assist in locating persons who owe these obligations. Family Code Section 17512 permits under certain circumstances for additional employment and identifying information to be requested. Applicants will not be disqualified from employment based on this information.

Social Security Act of 2004: Section 419 (c) of Public Law 108-203, the Social Security Protection Act of 2004, requires State and local government employers to disclose the effect of the Windfall Elimination Provision and the Government Pension Offset Provision to employees hired on or after January 1, 2005, in jobs not covered by Social Security. The County of Los Angeles does not participate in the Social Security System. All newly hired County of Los Angeles employees must sign a statement (Form SSA-1945) prior to the start of employment indicating that they are aware of a possible reduction in their future Social Security benefit entitlement. For more information on Social Security and about each provision, you may visit the website www.socialsecurity.gov, or call toll free 1-800-772- 1213. Persons who are deaf or hard of hearing may call the TTY number 1-800-325-0778 or contact a local Social Security office.

Employment Eligibility Information: Final appointment is contingent upon verification of U.S. citizenship or the right to work in the United States. Immigration law provides that all persons hired after November 6, 1986, are required to present original documents to the County, within three (3) business days of hiring, which show satisfactory proof of 1) identity and 2) U.S. employment eligibility.

The California Fair Employment and Housing Act (Part 2.8 commencing with Section 12900 of Division 3 of Title 2 of the Government Code) the Regulations of the Fair Employment and Housing Commission (California Code of Regulations, Title 2, Division 4, Sections 7285.0 through 8504) and other applicable laws prohibit employment discrimination based on an applicant's protected characteristics, including race, color, religion, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, sexual orientation, age, pregnancy, childbirth, and other characteristics.

COVID-19 VACCINATION: Some County workforce members may be required to be fully vaccinated against COVID-19. Successful candidates for those positions/classifications may be required to submit proof of vaccination against COVID-19 or request an exemption for qualifying medical or religious reasons during the onboarding process. Candidates should not present proof of vaccination until instructed to do so by the hiring department.

Updated February 2024

Agency

County of Los Angeles

Address

Los Angeles, California, 90010

Website

<http://hr.lacounty.gov>

FIRE PREVENTION ENGINEERING ASSISTANT II (Fire Alarm/Sprinkler System Specialty) Supplemental Questionnaire

*QUESTION 1

Candidate Communication Acknowledgement: Many important notifications including invitation letters will be sent electronically to the email address provided on the application. It is important that you provide a valid email address. DO NOT select "off" under Email Preferences within your profile or click "unsubscribe" on our notices if you would like the County of Los Angeles to notify you regarding your application status, test schedules, and other important information pertaining to your candidacy for this position. Please add jasmine.anderson@fire.lacounty.gov, aoganesyan@hr.lacounty.gov, info@governmentjobs.com, noreply@proctoru.com, and donot-reply@amcatmail.com to your email address and list of approved senders to prevent email notifications from being filtered as spam/junk/clutter mail. You can always check for notifications by logging into <http://www.governmentjobs.com/careers/lacounty> and viewing your profile inbox, which saves a copy of all emailed notices. It is your responsibility to take the above steps to view correspondence. Los Angeles County will not consider claims of not viewing or receiving notification to be a valid reason for late test administration or rescheduling of a test component.

I understand and agree

*QUESTION 2

Supplemental Questionnaire Acknowledgement: This Supplemental Questionnaire will be used to assess your qualifications in our application review process and determine your eligibility to participate in the next phase of the examination process. *Check each response carefully.* It is the candidate's responsibility to thoroughly read each question, follow all applicable instructions, provide complete responses, and clearly demonstrate their experience as it relates to the job requirements. Incomplete responses or inaccurate information on the supplemental questionnaire may impact your application process and may result in disqualification even if you possess the qualifying experience or education. Be specific as possible and include all information requested.

I understand and agree

*QUESTION 3

Do you possess a Certificate of Registration as a Fire Protection Engineer -AND- one (1) year's experience performing fire protection engineering work designing various types of fire sprinkler systems (e.g., wet-pipe, dry-pipe, pre-action, deluge and foam systems) or fire alarm systems(e.g., automatic, manual, supervising station, emergency communications) ?

Yes

No

*QUESTION 4

Did you graduate from an accredited college with a bachelor's degree specialization in civil engineering, mechanical engineering, electrical engineering or fire protection engineering -AND - have one (1) year's experience performing fire protection engineering work designing various types of fire sprinkler systems (e.g., wet-pipe, dry-pipe, pre-action, deluge and foam systems) or fire alarm systems (e.g., automatic, manual, supervising station, emergency communications)?

Yes

No

*QUESTION 5

Do you have five (5) years experience performing fire protection engineering work designing various types of fire sprinkler systems (e.g., wet-pipe, dry-pipe, pre-action, deluge and foam systems) or fire alarm systems (e.g., automatic,

manual, supervising station, emergency communications)?

- Yes
- No

***QUESTION 6**

I understand that required documentation, including certificates, official degrees, official transcripts must be submitted at the time of filing or within fifteen (15) calendar days from application submission or your application will be rejected.

- Yes
- No

***QUESTION 7**

TRAINING & EXPERIENCE EVALUATION

General Information: This Training & Experience (T&E) Questionnaire is a self-assessment. You will respond to questions about your experience related to having acquired the necessary knowledge, skills, and abilities to successfully perform the **Fire Prevention Engineering Assistant II Fire Alarm and/or Sprinkler System specialty** position. All information that you provide is subject to verification. The assessment will evaluate the following competencies:

- 1. Professional/Technical Knowledge - Knowledge of regulatory codes for fire sprinkler systems, including provisions of building, fire, residential, National Fire Protection Association (NFPA) standards. This includes knowledge of requirements for various fire sprinkler systems (e.g., private fire line, wet-pipe, dry-pipe, pre-action, deluge and foam systems, standpipe and fire pump systems).**
- 2. Professional/Technical Knowledge - Knowledge of regulatory codes for fire alarm systems, including provisions of building, fire, residential, National Fire Protection Association (NFPA) standards. This includes knowledge of the requirements for various fire alarm systems (e.g., automatic, manual, supervising station, emergency communications), fire sprinkler monitoring systems, and clean agent systems.**
- 3. Professional/Technical Knowledge – General understanding of fire sprinkler system design, such as sprinkler spacing, piping layout, hydraulic calculations, and seismic requirements, fire pump, standpipe system, etc.**
- 4. Professional/Technical Knowledge – General understanding of fire alarm system design, such as initiating and notification device spacing, back-up battery calculations, and voltage drop calculations, etc.**
- 5. Professional/Technical Knowledge – Knowledge of general engineering terminology, including principles and practices of electronic plans; and interpretation of technical drawing, layout, measurements, and the representation of various components of the system (e.g., valves, fire department connection (FDC), fire alarm devices).**
- 6. Problem Solving & Analysis - Ability to make independent and logical decisions. Synthesizes a variety of information to identify a problem or reach a workable decision, resolution, or recommendation (e.g., fire sprinkler occupancy classification, fire sprinkler or alarm system type).**
- 7. Mathematical Ability - Ability to review mathematical computations submitted by applicants. Correctly performs mathematical operations (e.g., addition, subtraction, multiplication, division, fractions, decimals, and percentages) using a calculator or appropriate software when performing tasks, such reviewing hydraulic calculations for trees, loops, and complex grid fire sprinkler systems; or reviewing voltage drop, back-up battery, and conduit fill calculations for fire alarm systems.**
- 8. Using Technology - Ability to use applicable software programs. Is able to use computer applications or programs used on the job (e.g. Bluebeam, EPIC LA, Project doc, word processing, e-mail, spreadsheets, web browsers, presentation software, databases, etc.).**

This assessment is weighted **60%**. All completed questionnaires will be scored according to standardized criteria

Instructions for Completion

Carefully read the official County job bulletin for this examination.

You will receive points for each question based on the response(s) you provide. You will receive zero points for any question on which you do not provide a response.

Certification Statement

By completing the following, I hereby attest that all information I have provided in this T&E Questionnaire is true and complete to the best of my knowledge. I acknowledge that Human Resources staff may contact my supervisor(s) to verify the information that I have provided. I understand that any misrepresentations, falsifications, or omissions of material facts violates Civil Service Rules and may subject me to actions including removal from this examination. Furthermore, I certify that I will not disclose the questions used in this examination to any candidate nor will I provide any information to anyone concerning anything related to the questions posed to me other than concerned parties in an official protest or appeal. I understand that violation of this agreement can result in my disqualification from this examination as provided by Civil Service Rules.

YES

***QUESTION 8**

Which of the following National Institute for Certification in Engineering Technologies (NICET) certifications do you possess (Select All that Apply)?

- NICET Level III for Water Based Systems Layout
- NICET Level IV for Water Based Systems Layout
- NICET Level III for Fire Alarm Systems
- NICET Level IV for Fire Alarm Systems
- NICET Level III for Special Hazards Systems
- NICET Level IV for Special Hazards Systems
- I do not possess any of the above certifications.

***QUESTION 9**

Did you attach a legible copy of your certificate to your application? (If you did not, supporting documentation must be submitted and received within 15 days of filing your online application.)

- Yes
- No

***QUESTION 10**

Which of the following International Code Council (ICC) certifications do you possess (Select All that Apply)?

- ICC – Commercial Fire Sprinkler Plans Examiner
- ICC – Residential Fire Sprinkler Inspector/Plans Examiner
- ICC – Commercial Fire Alarm Plans Examiner I
- ICC – Commercial Fire Alarm Plans Examiner II
- I do not possess any of the above certifications.

***QUESTION 11**

Did you attach a legible copy of your certificate to your application? (If you did not, supporting documentation must be submitted and received within 15 days of filing your online application.)

- Yes
- No

***QUESTION 12**

How many years of experience do you have designing fire sprinkler and/or fire alarm systems technical drawings, layouts, measurements, and representation of various components for residential occupancies or projects?

- I do not have this experience.
- Less than 2 years
- 2 year to less than 4 years
- 4 years to less than 6 years
- 6 years or more

***QUESTION 13**

In the comment box below, you must indicate your position title, employer, supervisor name and phone number, and approximate dates of your experiences, and an example that briefly describes your experience. If you have no experience in an area of responsibility, then indicate "N/A." Comments such as "see resume or application" will not be considered as a response. Please limit your response to 200 words or less.

***QUESTION 14**

How many years of experience do you have designing fire sprinkler and/or fire alarm systems technical drawings, layouts, measurements, and representation of various components for commercial occupancies or projects?

- I do not have this experience.
- Less than 2 years
- 2 year to less than 4 years
- 4 years to less than 6 years
- 6 years or more

***QUESTION 15**

In the comment box below, you must indicate your position title, employer, supervisor name and phone number, and approximate dates of your experiences, and an example that briefly describes your experience. If you have no experience in an area of responsibility, then indicate "N/A." Comments such as "see resume or application" will not be considered as a response. Please limit your response to 200 words or less.

***QUESTION 16**

Which of the following fire sprinkler systems have you independently designed and/or inspected for at least two years (Select All that Apply)?

- private fire line
- overhead (e.g., wet-pipe, dry-pipe, pre-action, deluge)
- specialized (e.g., foam, standpipe, fire pump)
- I do not have this experience.

***QUESTION 17**

In the comment box below, you must indicate your position title, employer, supervisor name and phone number, and approximate dates of your experiences, and an example that briefly describes your experience. If you have no experience in an area of responsibility, then indicate "N/A." Comments such as "see resume or application" will not be considered as a response. Please limit your response to 200 words or less.

***QUESTION 18**

Which of the following fire alarm systems have you independently designed and/or inspected for at least two years

(Select All that Apply)?

- fire sprinkler monitoring/elevator recall
- supervising station (e.g., central, proprietary, remote)
- emergency communication
- clean agent system
- automatic/manual
- I do not have this experience.

***QUESTION 19**

In the comment box below, you must indicate your position title, employer, supervisor name and phone number, and approximate dates of your experiences, and an example that briefly describes your experience. If you have no experience in an area of responsibility, then indicate "N/A." Comments such as "see resume or application" will not be considered as a response. Please limit your response to 200 words or less.

***QUESTION 20**

Which of the following computer systems have you used to work on fire alarm and/or sprinkler system plans (Select All that Apply)?

- Project doc/EPIC LA
- Computer Aided Design
- Bluebeam
- Fire Sprinkler/Clean Agent Hydraulic Calculation Program
- I do not have this experience.

***QUESTION 21**

In the comment box below, you must indicate your position title, employer, supervisor name and phone number, and approximate dates of your experiences, and an example that briefly describes your experience. If you have no experience in an area of responsibility, then indicate "N/A." Comments such as "see resume or application" will not be considered as a response. Please limit your response to 200 words or less.

* Required Question