

LONG BEACH UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
4400 Ladoga Ave.
Lakewood, California 90713

REGULAR MEETING AGENDA

Regular Meeting
December 7, 2023

8:15 a.m.

ADDENDUM
PAGE NO.

I. GENERAL COMMUNICATION FUNCTIONS

Pursuant to Government Code section 54954.3, section (b)(1) and Chaffee vs. San Francisco Public Library Commission (2005) 134 Cal App 4th 109, each speaker will be provided up to three (3) minutes to make their comments on an agenda item. You will be provided a one-minute and thirty second warning before your time to speak is up.

1. Call to order
2. Renewal of Pledge of Allegiance to the Flag of the United States of America
3. Roll
4. **APPROVE** the Minutes of the Regular Meeting of November 16, 2023 1-5
5. **RECEIVE** correspondence and refer it to proper order of Business or to the Executive Officer, Personnel Commission for processing
6. **HEAR** public on items not listed on the agenda
7. **HEAR** report from the Executive Officer

II. CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Assistant Maintenance Director 6-7
2. **RATIFY** job announcement bulletin for Business Services Analyst 8-9
3. **RATIFY** job announcement bulletin for District Security Officer 10-11
4. **RATIFY** job announcement bulletin for Food Production Equipment Technician 12-13
5. **RATIFY** job announcement bulletin for Human Resource Services Operations Manager 14-15
6. **RATIFY** job announcement bulletin for Instructional Aide – Expanded Learning (Catalina Island) 16
7. **RATIFY** job announcement bulletin for Nutrition Services Operations Coordinator 17-18
8. **RATIFY** job announcement bulletin for Nutrition Services Worker – Catalina Island 19

9. RATIFY job announcement bulletin for Pest Control Technician	20-21
10. APPROVE the certification of Associate Analyst – Human Resource Services eligibility list 24-0074-3298 established 11/27/2023	22
11. APPROVE the certification of Custodian eligibility list 24-0106-0139 established 11/22/2023	22
12. APPROVE the certification of Cyber Security Manager eligibility list 24-0132-5310 established 12/05/2023	22
13. APPROVE the certification of District Security Officer eligibility list 24-0109-5202 established 12/07/2023	22
14. APPROVE the certification of Instructional Aide – Expanded Learning eligibility list 24-0105-5319 established 11/29/2023	22
15. APPROVE the certification of Instructional Aide – Expanded Learning eligibility list 24-0124-5319 established 11/28/2023	22
16. APPROVE the certification of Instructional Aide – Expanded Learning eligibility list 24-0128-5319 established 12/04/2023	22
17. APPROVE the certification of Instructional Aide – Special eligibility list 24-0131-0448 established 12/01/2023	23
18. APPROVE the certification of Nutrition Services Worker eligibility list 24-0129-5068 established 11/29/2023	23
19. APPROVE the certification of Nutrition Services Worker eligibility list 24-0133-5068 established 11/29/2023	23
20. APPROVE the certification of Nutrition Services Worker eligibility list 24-0134-5068 established 12/01/2023	23
21. APPROVE the certification of Recreation Aide eligibility list 24-0139-5255 established 11/28/2023	23
22. APPROVE the certification of Recreation Aide eligibility list 24-0143-5255 established 12/08/2023	23
23. APPROVE the certification of School Safety Officer eligibility list 24-0110-5014 established 12/06/2023	23
24. APPROVE the certification of Student Evaluation Technician – BL Spanish eligibility list 24-0043 established 12/08/2023	23
25. APPROVE the certification of Student Financial Technician - Avalon eligibility list 24-0114-0763 established 12/01/2023	23
26. APPROVE the certification of Van Driver (Catalina Island) eligibility list 24-0082-5280 established 11/20/2023	24

III. OLD BUSINESS

None

IV. NEW BUSINESS

None

V. OTHER ITEMS

None

VI. NEXT REGULAR MEETING

December 21, 2023 at 8:15 a.m. at 4400 Ladoga Ave., Lakewood, CA 90713

VII. CLOSED SESSION

1. Public employee performance evaluation – Executive Officer, Personnel Commission and Classified Employment

VIII. ADJOURNMENT

Pursuant to Government Code 54957.5, a copy of all documents related to any item on this agenda that have been submitted to the Commission may be obtained from the Personnel Commission Office, 4400 Ladoga Avenue, Lakewood, CA 90713.

Persons requiring accommodation in order to view the agenda or participate in the meeting may make the request for accommodation to the Executive Officer, Personnel Commission at 562-435-5708 at least 24 hours in advance of the meeting. (Government Code 54954.2 (a)).

LONG BEACH UNIFIED SCHOOL DISTRICT
PERSONNEL COMMISSION
4400 Ladoga Avenue
Lakewood, CA 90713

MINUTES
Regular Meeting

November 16, 2023

The Regular Meeting of the Personnel Commission of the Long Beach Unified School District was called to order by Sheryl Bender, Chairperson, on Thursday, November 16, 2023 at 8:15 a.m. in Building B, Room 29 of the Personnel Commission Office, 4400 Ladoga Avenue, Lakewood, California.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the Flag of the United States of America was led by Vice-Chairperson, Terence Ulaszewski.

ROLL

A quorum of the Personnel Commission was in attendance as established by roll call:

Present: Sheryl Bender
Terence Ulaszewski

STAFF MEMBERS PRESENT

Susan Leaming, Interim Executive Officer; Maria Braunstein, Personnel Analyst; Jesus Rios Jr., Certification Services Manager; Lydia Tran, Associate Personnel Analyst; Amy Van Fossen, Associate Personnel Analyst; Oralia Leyva, Employment Services Supervisor; Ashleigh Fernando, Interim Senior Administrative Secretary; Anne Follett, Human Resources Technician; Jazmin Salgado, Human Resources Technician; Joanna Guzman, Human Resources Technician; and Veronica Bustamante, Human Resources Assistant.

GUESTS PRESENT

Kellyanna Miller, CSEA Chapter 2 Administrator; Lord Galayo, CSEA Chapter 2 Communications Officer; Eric Larsen, CSEA Chapter 2 Site Representative Coordinator.

MINUTES OF REGULAR MEETING APPROVED

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion carried with a majority vote of those present to approve the minutes of the Regular Meeting of November 2, 2023.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
Sheryl Bender	X		
Terence Ulaszewski	X		

RECEIVE CORRESPONDENCE

None

PUBLIC HEARD

None

REPORT FROM EXECUTIVE OFFICER

Susan Leaming, Interim Executive Officer, presented the Commissioners with an "LBUSD Excellence and Equity #ProudtobeLBUSD" magnet that will be given to new classified employees during the onboarding process, as well as a Personnel Commission magnet with a QR code link to the classified employment webpage which will be distributed at job fairs and other events. Ms. Leaming thanked Jesus Rios Jr., Certification Services Manager, for facilitating the recent Personnel Commission quarterly general staff meeting and providing staff an informative overview of Google Forms and Autocrat. Ms. Leaming noted a revised copy of the current agenda was distributed to include New Business Item

4, and informed the Commission that the appellant was notified their item would be on this agenda.

Maria Braunstein, Personnel Analyst, shared that staff recently traveled to Catalina Island to conduct employment testing, and the resulting eligibility lists are on this agenda and will also be placed on upcoming agendas. Ms. Braunstein and Amy Van Fossen, Associate Personnel Analyst, shared they recently attended an informative workshop regarding the use of ChatGPT or Artificial Intelligence in the workplace and as a result of what they learned, they are excited to watch the development of this technology and how it may be used in the workplace. Lastly, Ms. Braunstein presented the Commissioners with the recruitment information packet for Personnel Commissioner applicants and noted the Commissioner recruitment has opened and is being advertised on social media and the District website.

Jesus Rios Jr., Certification Services Manager, reported that at the last Board of Education meeting, 28 classified permanent positions and 38 substitute positions were filled, for a total of 66 appointments into the classified service. Mr. Rios Jr., acknowledged Certification Services staff for their work distributing eligibility lists, onboarding new employees, and assuring assignments are entered online. Mr. Rios Jr., also mentioned that 33 exempt appointments were made at the last Board of Education meeting and entered online by staff.

CONSENT AGENDA

1. **RATIFY** job announcement bulletin for Cyber Security Manager
2. **RATIFY** job announcement bulletin for Head Start Health and Nutrition Manager
3. **RATIFY** job announcement bulletin for Senior Health Assistant
4. **APPROVE** the certification of Bus Driver (Catalina Island) eligibility list 24-0081-0101 established 11/14/2023
5. **RATIFY** the certification of Child Care Worker eligibility list 23-CCW13-5258 established 04/03/2023
6. **RATIFY** the certification of Child Care Worker eligibility list 23-CCW14-5258 established 04/17/2023
7. **RATIFY** the certification of Child Care Worker eligibility list 23-CCW15-5258 established 05/09/2023
8. **APPROVE** the certification of Child Care Worker eligibility list 23-CCW16-5258 established 06/06/2023
9. **APPROVE** the certification of Child Care Worker eligibility list 24-CCW1-5258 established 07/11/2023
10. **APPROVE** the certification of Child Care Worker eligibility list 24-CCW2-5258 established 07/25/2023
11. **APPROVE** the certification of Child Care Worker eligibility list 24-CCW3-5258 established 08/03/2023

12. **APPROVE** the certification of Child Care Worker eligibility list 24-CCW4-5258 established 09/06/2023
13. **APPROVE** the certification of Child Care Worker eligibility list 24-CCW5-5258 established 10/04/2023
14. **APPROVE** the certification of Child Care Worker eligibility list 24-CCW6-5258 established 11/08/2023
15. **APPROVE** the certification of Cyber Security Manager eligibility list 24-0064-5310 established 11/06/2023
16. **APPROVE** the certification of High School Office Supervisor eligibility list 24-0062-3349 established 11/07/2023
17. **APPROVE** the certification of Information Technology Portfolio Manager eligibility list 24-0091-5305 established 11/06/2023
18. **APPROVE** the certification of Instructional Aide – Expanded Learning (Catalina Island) eligibility list 24-0113-5319 established 11/15/2023
19. **APPROVE** the certification of Instructional Aide – Special eligibility list 24-0107-0448 established 11/17/2023
20. **APPROVE** the certification of Nutrition Services Worker eligibility list 24-0125-5068 established 11/14/2023
21. **APPROVE** the certification of Recreation Aide eligibility list 24-0130-5255 established 11/09/2023
22. **APPROVE** the certification of Recreation Aide eligibility list 24-0135-5255 established 11/17/2023
23. **APPROVE** the certification of Recreation Aide (Catalina Island) eligibility list 24-0101-5255 established 11/03/2023
24. **APPROVE** the certification of Recreation Aide – Expanded Learning eligibility list 24-0092-5317 established 11/17/2023
25. **APPROVE** the certification of School Safety Officer eligibility list 24-0067-5014 established 11/08/2023

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to ratify items 1-3 and 5-7 and approve items 4 and 8-25.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
Sheryl Bender	X		
Terence Ulaszewski	X		

OLD BUSINESS

None

NEW BUSINESS

1. **APPROVE** the Extension of School Data Technician 23-0104-3360 eligibility list established 12/01/2022

A motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to approve New Business item 1.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
Sheryl Bender	X		
Terence Ulaszewski	X		

2. **APPROVE** the Creation of a New Classification – Instructional Aide – Expanded Learning – BL Spanish

Ms. Leaming informed the Commission that New Business Item 2 has been pulled from the agenda at the request of Employee Relations and CSEA, pending further discussion between the parties.

3. **RESCIND** the Abolishment of a Classification – Air Conditioning and Refrigeration Technician

Following discussion, a motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to approve New Business Item 3.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
Sheryl Bender	X		
Terence Ulaszewski	X		

4. **APPROVE** the Recommendation to Remove from Eligibility List – Applicant ID 36134865

New Business Item 4 was moved into closed session.

OTHER ITEMS

Kellyanna Miller, CSEA Chapter 2 Administrator, was pleased to announce the District has approved the Classified School Employee Summer Assistance Program (CSESAP) for the 2024-2025 school year. Ms. Miller explained that this program will benefit classified employees who work eleven (11) months or less and make less than \$62,400 per year. Ms. Miller noted that most surrounding school districts already participate in the program so it should assist the District with recruitment and job retention efforts.

Susan Leaming, Interim Executive Officer, informed the Commission that the approval of CSESAP will have a direct impact on the operations of the Personnel Commission. Personnel Commission staff, in conjunction with Fiscal Services and other District partners, will be leading the effort to disseminate initial communications regarding the program. Ms. Leaming explained that the Personnel Commission will be hiring an additional Human Resources Technician to be the point person for the CSESAP program moving forward and that a new workstation will be ordered and installed in Certification Services.

NEXT REGULAR MEETING The next Regular Meeting of the Personnel Commission is scheduled for Thursday, December 7, 2023 at 8:15 a.m. in Building B, Room 29 at the Personnel Commission Office, 4400 Ladoga Avenue, Lakewood, CA 90713.

CLOSED SESSION The Personnel Commission retired into closed session at 8:30 a.m.

OPEN SESSION The Personnel Commission returned to open session at 8:49 a.m. with the following reportable actions.

- 4. **APPROVE** the Recommendation to Remove from Eligibility List – Applicant ID 36134865

Following discussion, a motion was made by Terence Ulaszewski, seconded by Sheryl Bender, and the motion was carried with a unanimous vote of those present to sustain staff's recommendation to remove the applicant from the current eligibility list. However, the Commission determined that this removal should not be a permanent bar to future consideration for employment and invites the applicant to reapply following completion of their judicially imposed probationary sentence. The Commissioners also requested staff strongly emphasize to the candidate the need to reveal all information completely and accurately on future District employment applications to avoid a cause for rejection.

<u>Roll-Call Vote</u>	<u>Ayes</u>	<u>Noes</u>	<u>Abstained</u>
Sheryl Bender	X		
Terence Ulaszewski	X		

ADJOURNMENT The Regular Meeting of the Personnel Commission was declared adjourned 8:50 a.m.

ABOUT OUR DISTRICT

The Long Beach Unified School District has earned a reputation as one of America's finest school systems, winning many awards as a national and international model of excellence. The Global Education Study by the nonprofit Battelle for Kids organization lists LBUSD among five of the world's highest performing school systems. LBUSD also is one of the world's top 20 school systems -- and one of the top three in the U.S. -- in terms of sustained and significant improvements, according to a report described as the most comprehensive analysis of global school system reform ever assembled. The study was conducted by McKinsey & Company, a trusted advisor and counselor to many of the most influential businesses and institutions in the world. McKinsey serves more than 70 percent of Fortune magazine's most admired companies.

The school district was named a national winner of the Broad Prize for Urban Education, recognizing America's best urban school system for increasing student achievement. LBUSD is a five-time finalist for the prize. The district also was listed among California "Districts Beating the Odds" by the Learning Policy Institute. Long Beach was identified as a "positive outlier" district where Hispanic, white and African American students achieve at higher than predicted levels, performing better than students of similar racial, ethnic and socioeconomic backgrounds in most other districts.

LBUSD also earned the District of the Year award from the national business news publisher Industry Dive and its publication, Education Dive. The honor is part of the Dive Awards recognizing educator's "top disruptors and innovators."

Established in 1885 with fewer than a dozen students meeting in a borrowed tent, LBUSD now educates nearly 70,000 students, from preschool to high school, in 85 public schools located in the cities of Long Beach, Lakewood, Signal Hill, and Avalon on Catalina Island. With a team of more than 12,000 full-time and part-time employees, the school district is the largest employer in Long Beach. The fourth largest school district in California, LBUSD serves one of the most diverse large cities in the United States, and dozens of languages are spoken by local students.

LBUSD was the first public school system in the U.S. to require uniforms in kindergarten through eighth grade; the first to require any third grader reading below grade level to attend mandatory summer school; and the first to end social promotion. LBUSD's reforms have paid off with record attendance and low absenteeism, more students taking college preparatory courses, and safer schools. Local schools continue to post significant gains in student achievement.

These are the hallmarks of one of America's finest school systems. A total commitment to continuous improvement is what makes the Long Beach Unified School District a national and international leader in preparing young men and women for success.

Dual Exam 24-0151-0504 JA



An Exciting Career Opportunity Awaits You At

LONG BEACH UNIFIED SCHOOL DISTRICT

ASSISTANT MAINTENANCE DIRECTOR

\$114,795 - \$134,784 Annually



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"We find qualified candidates to support the District's needs".

Ormy Van

JOIN OUR WINNING TEAM

Come join the top Urban School District in the Nation, Long Beach Unified School District. We are seeking a knowledgeable, collaborative, and visionary leader to fill the position of Assistant Maintenance Director. Under the direction of the Maintenance Director, will assist in the planning, organization and direction of the activities and operations of the Maintenance Branch including facilities maintenance, construction and repair, energy conservation and environmental health and safety programs. In addition, will supervise and evaluate the performance of assigned personnel and perform related duties as assigned.

For full details regarding the position, go to our Personnel Commission website, select Class Specifications; choose Maintenance, then Assistant Maintenance Director.

IDEAL CANDIDATE

Successful candidates will have a Bachelor's degree in engineering, architecture, construction management or a closely related field. Additionally, candidates will have four years of experience in the administration of one or more of the building trades including the maintenance and renovation and repair of buildings and facilities in a large organization.

Any other combination of training and experience that could likely provide the desired skills, knowledge or abilities may be considered.

SPECIAL REQUIREMENTS

A successful candidate must be in possession of a valid California Class C driver's license, as traveling from one location to another may be required. An applicant for this class will be required to obtain, at his/her own expense, and submit his/her motor vehicle driving record at the time of appointment. The record must meet and be maintained at the district's safe driving record standard. Failure to meet this requirement will result in the disqualification and/or rejection of the eligible regardless of any other standing. Licensure as a registered architect or engineer is desirable.

SAVINGS AND BENEFITS

The annual salary for Assistant Maintenance Director is \$114,795 to \$134,784 with excellent benefits and retirement package with access to IRS Codes 403(b) or 457(b) savings opportunities.

OUR QUALIFYING PROCESS

This examination process will consist initially of a "paper screening" of the applicant's training, background and experience. Candidates whose background, skills, and expertise most closely match that which we are seeking, will be invited to continue in the selection process. This process may be comprised of one or any combination of the following: supplemental application; written examination(s); qualifications appraisal oral examination; performance examination; or technical oral examination, scored on a job-related basis. **Only the most highly qualified candidates will be invited to continue in the examination process.** Successful candidates who pass all parts of the examination process will be placed on the eligibility list in order of their relative merit as determined by these competitive examinations.

HOW TO APPLY

All applications must be submitted online via the Personnel Commission's website at: <http://www.lbschools.net/Departments/Personnel Commission/> The Personnel Commission has computer kiosks for your use, and staff will be available to offer assistance needed with completing your online application Monday - Friday, 8:00 a.m. - 4:30 p.m.

A resume will not substitute for the required forms. Completed forms must be received no later than:

Application Deadline: 4:30 p.m. Thursday, December 14, 2023

This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the Personnel Commission. The decision on granting reasonable accommodation will be on a case-by-case basis.

Long Beach Unified School District
Office of Personnel Commission
4400 Ladoga Avenue, Lakewood, CA 90713
(562) 435-5708



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<http://www.lbschools.net/Departments/Personnel Commission/>
WE ARE AN EQUAL OPPORTUNITY TITLE VI/MERIT SYSTEM EMPLOYER

CLASSIFIED EMPLOYMENT OPPORTUNITY



BUSINESS SERVICES ANALYST

FINAL FILING DATE:

4:30 p.m., Friday, December 15, 2023.

JOB INFORMATION:

Permanent 12-month position. Position is a 100% FTE. Eligibility list is being created to fill current and future vacancies as they occur.

JOB SUMMARY:

Under general supervision, perform a variety of studies, data collections, and process analysis in support of the Business Services departments such as workload, flow and distribution, technology adaptation, digital systems development, labor force utilization and cost analyses; perform related duties as assigned.

MINIMUM QUALIFICATIONS**EDUCATION AND TRAINING:**

Bachelor's degree in computer science, business administration, public administration or a related field.

EXPERIENCE:

Three years of experience involving technical analysis and evaluation of business or information systems, preferably in a public agency.

Any other combination of education, training and experience, which demonstrates that the applicant is likely to possess the required skills, knowledge or abilities may be considered.

SPECIAL REQUIREMENTS:

(1) Positions in this classification require the use of a personal automobile and possession of a valid California Class C driver's license. (2) May be required to travel from one location to another.

Note: Before being considered for employment, once an applicant meets the minimum qualifications, all applicants who have prior convictions will be required to provide a certified copy of all relevant records including, but not limited to, conviction reports, probation reports, and other related court records.

This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis.

SALARY RANGE HOURLY:

START:	\$46.63
6 MONTHS:	\$49.19
1 ½ YEARS:	\$51.89
2 ½ YEARS:	\$54.74
3 ½ YEARS:	\$57.76

APPLICATION:

All applications must be submitted online via the Personnel Commission website. Be sure to complete all application materials. Supplemental questions are required for most jobs. If you need assistance completing your online application, please contact the Personnel Commission office.

SELECTION PROCEDURE:

This examination process will consist initially of a "paper screening" of the applicant's training, background, and experience. Candidates whose background, skills, and expertise most closely match that which we are seeking, will be invited to continue in the selection process. This process may be comprised of one or any combination of the following: supplemental application; written examination(s); qualifications appraisal oral examination; performance examination; or technical oral examination, scored on a job-related basis. **Only the most highly qualified candidates will be invited to continue in the examination process.** Successful candidates who pass all parts of the examination process will be placed on the eligibility list in order of their relative merit as determined by these competitive examinations.

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Dual Exam 24-0156-5268 AA



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LBUSD employees, please see reverse for important information.

PERSONNEL COMMISSION

"We find qualified candidates to support the District's needs"



Attendance / Professional Growth Incentive approved by the Personnel Commission effective March 1, 2013

On February 14, 2013 the Personnel Commission approved the revision of Chapter IV of the Rules and Regulations of the Classified Service. One of the major changes to the chapter was the addition of Rule 4.3.F Attendance and/or Professional Growth Incentive. In addition to seniority points, you may be eligible to increase your final passing score on examinations by a maximum of 5 points.

Guidelines:

- ❖ **It is the responsibility of the promotional candidate to submit appropriate documentation at the time of application but in no event no later than the application deadline.**
- ❖ **Attendance Incentive documentation: The Personnel Commission will accept the *Lost Time Report, which is a payroll report that can be printed by your site payroll clerk.* Only the three most recent fiscal years can be used to earn attendance incentive points.**
- ❖ **Professional Growth Incentive documentation: Transcripts, final grade reports, certificates of completion, and other such documentation will be accepted. Classes, training or seminars must have been taken and successfully completed within the last two years from the closing date of the recruitment.**

4.3.F. ATTENDANCE AND/OR PROFESSIONAL GROWTH INCENTIVE. *An attendance incentive shall be added to the composite score of each promotional candidate competing in a promotional or dual certification examination. The attendance incentive shall be one point for each year of service in which the promotional candidate has had four (4) occurrences or less of sick leave used for each fiscal year up to a maximum of three (3) total points. Only the three most recent fiscal years can be used to earn attendance incentive points. An occurrence in this instance shall be defined as one full assignment day or days taken consecutively as sick leave.*

A professional growth incentive shall be added to the composite score of each promotional candidate competing in a promotional examination or dual certification examination. The professional growth incentive shall be one point for each year within a two year period in which the applicant has successfully completed classes, training or seminars which would enhance his/her knowledge, skills and abilities in the promotional classification. A maximum of two (2) professional growth incentive points can be earned. Classes, training or seminars must have been taken and successfully completed within the last two years from the closing date of the recruitment.

The maximum attendance and/or professional growth incentive points a promotional candidate may earn is a total of five (5) points. Promotional candidates are responsible for providing proof of their attendance and/or completion of classes, training and seminars at the time of application but in no event no later than the application deadline. In circumstances in which there are multiple instances of sick leave use for FMLA, CFRA and IA, the matter will be considered on a case by case basis by the administrator of the Personnel Commission.

CLASSIFIED EMPLOYMENT OPPORTUNITY

LONG BEACH
UNIFIED SCHOOL DISTRICT
Excellence & Equity

DISTRICT SECURITY OFFICER

FINAL FILING DATE:

Open Continuous

JOB INFORMATION:

Permanent 12-month position. Position is a 100% FTE (8 hours per day). Eligibility list is being created to fill current and future vacancies as they occur.

JOB SUMMARY:

Under general direction, patrol and monitor District properties to protect District property against vandalism, illegal entry, fire, and theft; enforce laws and regulations; respond to emergency situations and non-emergency dispatcher calls for service; perform related duties as assigned.

MINIMUM QUALIFICATIONS

EDUCATION AND TRAINING:

Graduation from high school or equivalent. College-level coursework in criminal justice or a related field is desirable.

Incumbents in this class must possess and maintain throughout employment in this classification a valid:

PC 832 Arrest and Firearms Certification.

OR

California Security Guard Registration Card with an Exposed Firearm Permit issued by the Bureau of Security and Investigative Service (BSIS).

OR

PC 832 Arrest Certification with an Exposed Firearm Permit issued by the Bureau of Security and Investigative Service (BSIS).

OR

PC 832 Firearms Certification with a California Security Guard Registration Card issued by the Bureau of Security and Investigative Service (BSIS).

EXPERIENCE:

Some experience performing security work involving patrolling buildings and property to protect against vandalism, illegal entry, fire and theft.

Any other combination of education, training and experience which demonstrates that the applicant is likely to possess the required skills, knowledge or abilities may be considered.

SPECIAL REQUIREMENTS:

(1) Prior to employment in this classification, successful candidates must pass a comprehensive background investigation and psychological evaluation. (2) Incumbents must obtain a certificate of completion of a school security guard training course within six months of employment. (3) Possession of a valid California Class C Driver's License is required at the time of appointment. (4) An applicant for this class will be required to obtain, at his/her own expense, and submit his/her motor vehicle driving record at the time of appointment. The record must meet and be maintained at the District's safe driving record standard. Failure to meet this requirement will result in the disqualification and/or rejection of the eligible regardless of any other standing.

Note: Before being considered for employment, once an applicant meets the minimum qualifications, all applicants who have prior convictions will be required to provide a certified copy of all relevant records including, but not limited to, conviction reports, probation reports, and other related court records.

This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis.

SPECIAL REQUIREMENTS (CONTINUED):

(5) Incumbents in this classification must possess within six months of employment and maintain CPR/First Aid certification throughout employment in this classification. (6) Incumbents must qualify periodically with a District approved firearm at a specified police or sheriff's range. (7) Incumbents will be required to work evenings, swing shifts, weekend assignments and graveyard shifts. (8) May be required to travel from one location to another.

SALARY RANGE HOURLY:

START:	\$28.61
6 MONTHS:	\$30.19
1 ½ YEARS:	\$31.85
2 ½ YEARS:	\$33.59
3 ½ YEARS:	\$35.44

APPLICATION:

All applications must be submitted online via the Personnel Commission website. Be sure to complete all application materials. Supplemental questions are required for most jobs. If you need assistance completing your online application, please contact the Personnel Commission office.

SELECTION PROCEDURE:

This examination process will consist initially of a "paper screening" of the applicant's training, background, and experience. Candidates whose background, skills, and expertise most closely match that which we are seeking, will be invited to continue in the selection process. This process may be comprised of one or any combination of the following: supplemental application; written examination(s); qualifications appraisal oral examination; performance examination; or technical oral examination, scored on a job-related basis. **Only the most highly qualified candidates will be invited to continue in the examination process.** Successful candidates who pass all parts of the examination process will be placed on the eligibility list in order of their relative merit as determined by these competitive examinations. The eligibility list for this classification will remain in effect for a period of 6 months.

WE ARE AN EQUAL OPPORTUNITY TITLE
VII/MERIT SYSTEM EMPLOYER

Dual Continuous 24-0142-5202 JA



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PERSONNEL COMMISSION

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Attendance / Professional Growth Incentive approved by the Personnel Commission effective March 1, 2013

On February 14, 2013 the Personnel Commission approved the revision of Chapter IV of the Rules and Regulations of the Classified Service. One of the major changes to the chapter was the addition of Rule 4.3.F Attendance and/or Professional Growth Incentive. In addition to seniority points, you may be eligible to increase your final passing score on examinations by a maximum of 5 points.

Guidelines:

- ❖ **It is the responsibility of the promotional candidate to submit appropriate documentation at the time of application but in no event no later than the application deadline.**
- ❖ **Attendance Incentive documentation: The Personnel Commission will accept the *Lost Time Report, which is a payroll report that can be printed by your site payroll clerk.* Only the three most recent fiscal years can be used to earn attendance incentive points.**
- ❖ **Professional Growth Incentive documentation: Transcripts, final grade reports, certificates of completion, and other such documentation will be accepted. Classes, training or seminars must have been taken and successfully completed within the last two years from the closing date of the recruitment.**

4.3.F. ATTENDANCE AND/OR PROFESSIONAL GROWTH INCENTIVE. *An attendance incentive shall be added to the composite score of each promotional candidate competing in a promotional or dual certification examination. The attendance incentive shall be one point for each year of service in which the promotional candidate has had four (4) occurrences or less of sick leave used for each fiscal year up to a maximum of three (3) total points. Only the three most recent fiscal years can be used to earn attendance incentive points. An occurrence in this instance shall be defined as one full assignment day or days taken consecutively as sick leave.*

A professional growth incentive shall be added to the composite score of each promotional candidate competing in a promotional examination or dual certification examination. The professional growth incentive shall be one point for each year within a two year period in which the applicant has successfully completed classes, training or seminars which would enhance his/her knowledge, skills and abilities in the promotional classification. A maximum of two (2) professional growth incentive points can be earned. Classes, training or seminars must have been taken and successfully completed within the last two years from the closing date of the recruitment.

The maximum attendance and/or professional growth incentive points a promotional candidate may earn is a total of five (5) points. Promotional candidates are responsible for providing proof of their attendance and/or completion of classes, training and seminars at the time of application but in no event no later than the application deadline. In circumstances in which there are multiple instances of sick leave use for FMLA, CFRA and IA, the matter will be considered on a case by case basis by the administrator of the Personnel Commission.

CLASSIFIED EMPLOYMENT OPPORTUNITY



FOOD PRODUCTION EQUIPMENT TECHNICIAN

FINAL FILING DATE:

4:30 p.m., Friday, December 08, 2023.

JOB INFORMATION:

Permanent 12-month position and a 100% FTE (8 hours per day). The current vacancy is located at Nutrition Services. Eligibility list is being created to fill current and future vacancies as they occur.

JOB SUMMARY:

Under general supervision, to perform work in the installation, repair and maintenance of commercial food production, handling, storage, packaging and related equipment and appliances; and to perform related duties as required.

MINIMUM QUALIFICATIONS**EDUCATION AND TRAINING:**

Equivalent to graduation from high school.
Completion of a recognized apprentice training program in at least one of the skilled trades areas such as electrician, electronic, refrigeration, plumbing or equivalent.

EXPERIENCE:

Three years' experience in the field of plant facilities maintenance with at least one year of specific work involving the trouble shooting, repair and maintenance of large quantity commercial food production and related equipment and systems, including mechanical, electronic, electrical, plumbing, heating, refrigeration and steam system repairs.

Any other combination of training and/or experience which demonstrates the applicant is likely to possess the required skills, knowledge, and abilities may be considered.

SPECIAL REQUIREMENTS:

(1) Possession of a valid class C California Driver's License and evidence of a safe driving record is required at the time of appointment. (2) An applicant for this class will be required to obtain, at his/her own expense, and submit his/her motor vehicle driving record at the time of appointment. The record must meet and be maintained at the District's safe driving record standard. Failure to meet this requirement will result in disqualification and/or rejection of the eligible regardless of any other standing. (3) Some positions in this class may be required to obtain "Universal Refrigerant Technician Certification" at the time of appointment or following employment, Type I and Type II or Universal, in accordance with Environmental Protection Agency Regulations. (4) Some incumbents in this class may be required to wear protective clothing, gear and equipment as required by law. (5) May be required to travel from location to another.

Note: Before being considered for employment, once an applicant meets the minimum qualifications, all applicants who have prior convictions will be required to provide a certified copy of all relevant records including, but not limited to, conviction reports, probation reports, and other related court records.

This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis.

SALARY RANGE HOURLY:

START:	\$37.52
6 MONTHS:	\$39.59
1 ½ YEARS:	\$41.76
2 ½ YEARS:	\$44.07
3 ½ YEARS:	\$46.49

APPLICATION:

All applications must be submitted online via the Personnel Commission website. Be sure to complete all application materials. Supplemental questions are required for most jobs. If you need assistance completing your online application, please contact the Personnel Commission office.

SELECTION PROCEDURE:

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WE ARE AN EQUAL OPPORTUNITY TITLE VII/MERIT SYSTEM EMPLOYER

Dual Exam 24-0148-0476 VO



LBUSD employees, please see reverse for important information.

PERSONNEL COMMISSION

"We find qualified candidates to meet the District's needs"

Attendance / Professional Growth Incentive approved by the Personnel Commission effective March 1, 2013

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Guidelines:

- ❖ **It is the responsibility of the promotional candidate to submit appropriate documentation at the time of application but in no event no later than the application deadline.**
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- ❖ **Professional Growth Incentive documentation: Transcripts, final grade reports, certificates of completion, and other such documentation will be accepted. Classes, training or seminars must have been taken and successfully completed within the last two years from the closing date of the recruitment.**

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ABOUT OUR DISTRICT

The Long Beach Unified School District has earned a reputation as one of America's finest school systems, winning many awards as a national and international model of excellence. The Global Education Study by the nonprofit Battelle for Kids organization lists LBUSD among five of the world's highest performing school systems. LBUSD also is one of the world's top 20 school systems -- and one of the top three in the U.S. -- in terms of sustained and significant improvements, according to a report described as the most comprehensive analysis of global school system reform ever assembled. The study was conducted by McKinsey & Company, a trusted advisor and counselor to many of the most influential businesses and institutions in the world. McKinsey serves more than 70 percent of Fortune magazine's most admired companies.

The school district was named a national winner of the Broad Prize for Urban Education, recognizing America's best urban school system for increasing student achievement. LBUSD is a five-time finalist for the prize. The district also was listed among California "Districts Beating the Odds" by the Learning Policy Institute. Long Beach was identified as a "positive outlier" district where Hispanic, white and African American students achieve at higher than predicted levels, performing better than students of similar racial, ethnic and socioeconomic backgrounds in most other districts.

LBUSD also earned the District of the Year award from the national business news publisher Industry Dive and its publication, Education Dive. The honor is part of the Dive Awards recognizing education's "top disruptors and innovators."

Established in 1885 with fewer than a dozen students meeting in a borrowed tent, LBUSD now educates nearly 70,000 students, from preschool to high school, in 85 public schools located in the cities of Long Beach, Lakewood, Signal Hill, and Avalon on Catalina Island. With a team of more than 12,000 full-time and part-time employees, the school district is the largest employer in Long Beach. The fourth largest school district in California, LBUSD serves one of the most diverse large cities in the United States, and dozens of languages are spoken by local students.

LBUSD was the first public school system in the U.S. to require uniforms in kindergarten through eighth grade; the first to require any third grader reading below grade level to attend mandatory summer school; and the first to end social promotion. LBUSD's reforms have paid off with record attendance and low absenteeism, more students taking college preparatory courses, and safer schools. Local schools continue to post significant gains in student achievement.

These are the hallmarks of one of America's finest school systems. A total commitment to continuous improvement is what makes the Long Beach Unified School District a national and international leader in preparing young men and women for success.

Promotional Exam 24-0147-0737 AA *Maria Lynn Braumstein*

LONG BEACH
UNIFIED SCHOOL DISTRICT

Excellence & Equity

**An Exciting Promotional
Career Opportunity**

Awaits You At

**LONG BEACH UNIFIED
SCHOOL DISTRICT**

**HUMAN RESOURCE SERVICES
OPERATIONS MANAGER**

\$103,001 - \$120,931 Annually



www.lbschools.net/jobs

"We find qualified candidates to support the District's needs".

JOIN OUR WINNING TEAM

Come join the top Urban School District in the Nation, Long Beach Unified School District. We are seeking a knowledgeable, collaborative, and visionary leader to fill the position of Human Resource Services Operations Manager. Under administrative direction, will plan, organize and manage the daily operational and administrative activities of the Human Resource Services (HRS) department and serve as a resource to District personnel, applicants and others concerning personnel policies, procedures, laws, codes, rules and regulations. Will also train and supervise the performance of assigned personnel and perform related duties as assigned.

For full details regarding the position, go to our Personnel Commission website, select Class Specifications; choose Human Resource Services and Personnel Commission, then Human Resource Services Operations Manager.

IDEAL CANDIDATE

Successful candidates will have a Bachelor's degree with coursework in business administration, education, human resources, public administration or a related field. Additionally, candidates will have three years of technical or professional human resources experience within a school district or similar civil service organization, including one year in a supervisory or managerial capacity. Experience in a California public school setting is preferred.

A master's degree in public, business, or human resources administration, education or a closely related field may be substituted for one year of the required experience.

Any other combination of education, training and experience, which demonstrates that the applicant is likely to possess the required skills, knowledge or abilities, may be considered.

SPECIAL REQUIREMENTS:

Positions in this classification require the use of a personal automobile and possession of a valid California driver's license, as traveling from one location to another may be required.

SAVARY/ANDBENEFITS:

The annual salary for Human Resource Services Operations Manager is \$103,001 to \$120,931 with excellent benefits and retirement package with access to IRS Codes 403(b) or 457(b) savings opportunities.

OUR QUALIFYING PROCESS

This is a promotional recruitment open to current LBUSD classified employees who have permanent status, whose most recent overall service rating is "Satisfactory", who meet the education and experience requirements: AND former LBUSD classified employees whose names are on a current reemployment list as a result of layoff or reduction, who meet the education and experience requirements are eligible to apply. This examination process will consist initially of a "paper screening" of the applicant's training, background and experience. Candidates whose background, skills, and expertise most closely match that which we are seeking, will be invited to continue in the selection process. This process may be comprised of one or any combination of the following: supplemental application; written examination(s); qualifications appraisal oral examination; performance examination; or technical oral examination, scored on a job-related basis. **Only the most highly qualified candidates will be invited to continue in the examination process.** Successful candidates who pass all parts of the examination process will be placed on the eligibility list in order of their relative merit as determined by these competitive examinations.

HOW TO APPLY

All applications must be submitted online via the Personnel Commission's website at: <http://www.lbschools.net/Departments/Personnel Commission/> The Personnel Commission has computer kiosks for your use, and staff will be available to offer assistance needed with completing your online application Monday - Friday, 8:00 a.m. - 4:30 p.m.

A resume will not substitute for the required forms. Completed forms must be received no later than:

Application Deadline: Tuesday, December 12, 2023

This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the Personnel Commission. The decision on granting reasonable accommodation will be on a case-by-case basis.

Long Beach Unified School District
Office of Personnel Commission
4400 Ladoga Avenue, Lakewood, CA 90713
(562) 435-5708



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CLASSIFIED EMPLOYMENT OPPORTUNITY



INSTRUCTIONAL AIDE – EXPANDED LEARNING (CATALINA ISLAND)

FINAL FILING DATE:

Friday, December 8, 2023 at 4:30 p.m.

JOB INFORMATION:

PLEASE NOTE: THIS IS FOR CATALINA ISLAND POSITIONS ONLY.

Current need is for substitutes. Eligibility list is being created to fill future vacancies as they occur. Positions are located at Avalon School. Avalon is located on Catalina Island, 22 miles Southwest of the Los Angeles Harbor breakwater. **Employees must live on the island, and/or arrange for their own transportation to and from the island.**

JOB SUMMARY:

Under general supervision, assist in the planning and implementation of Expanded Learning Opportunities Programs (ELO-P) which meet the needs of individual students; participate in and monitor students in program activities; perform related duties as assigned.

MINIMUM QUALIFICATIONS

EDUCATION AND TRAINING:

Graduation from high school or equivalent.

College-level coursework in early childhood education, social sciences, recreation, child development or a closely related field is desirable.

EXPERIENCE:

Six months of experience working with students in an instructional, extended day care or similar recreation program.

Any other combination of education, training and experience, which demonstrates that the applicant is likely to possess the required skills, knowledge or abilities may be considered.

SPECIAL REQUIREMENTS:

(1) Incumbents must possess within six months of employment and maintain CPR/First Aid certification throughout employment in this classification. (2) Some positions in this classification may require the use of a personal automobile and possession of a valid California Class C driver's license.

Note: Before being considered for employment, once an applicant meets the minimum qualifications, all applicants who have prior convictions will be required to provide a certified copy of all relevant records including, but not limited to, conviction reports, probation reports, and other related court records.

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SALARY RANGE HOURLY:

START:	\$19.57
6 MONTHS:	\$20.65
1 ½ YEARS:	\$21.78
2 ½ YEARS:	\$22.97
3 ½ YEARS:	\$24.24

Catalina Island employees receive an additional \$4.06 per hour.

APPLICATION:

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VII/MERIT SYSTEM EMPLOYER

Open 24-0146-5319 JS



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Dual Exam 24-0152-5063 AV



**An Exciting
Career Opportunity
Awaits You At**

**LONG BEACH UNIFIED
SCHOOL DISTRICT**

**NUTRITION SERVICES
OPERATIONS COORDINATOR**

\$85,176 - \$100,006 Annually



www.lbschools.net/jobs

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Army Van Der

JOIN OUR WINNING TEAM

Come join the top Urban School District in the Nation, Long Beach Unified School District. We are seeking a knowledgeable, collaborative, and visionary leader to fill the position of Nutrition Services Operations Coordinator. Under general supervision, will plan, coordinate and perform a variety of specialized administrative and operational activities in support of the Nutrition Services Branch and administrators. Will also research, analyze and prepare complex reports and records, as well as, train and supervise assigned staff and perform related duties as assigned.

For full details regarding the position, go to our Personnel Commission website, select Class Specifications; choose Nutrition Services; then Nutrition Services Operations Coordinator.

IDEAL CANDIDATE

Successful candidates will have a Bachelor's degree in institutional food management, human resources, public administration, business administration or a related field. Additionally, candidates will have two years of supervisory experience involving analyzing data and preparing reports and recommendations regarding business processes and functions such as budgets, procurement, organizational efficiency, project management, staffing or records management. Experience in a large-scale institutional food service operation is preferred.

Any other combination of training and experience that could likely provide the desired skills, knowledge or abilities may be considered.

SPECIAL REQUIREMENTS:

Positions in this classification require possession of a valid California Class C driver's license and use of a personal automobile, as traveling from one location to another may be required. Also, a valid Food Safety Manager certificate issued from an authorized agency may be required.

SALARY AND BENEFITS:

The annual salary for Nutrition Services Operations Coordinator is \$85,176 to \$100,006 with excellent benefits and retirement package with access to IRS Codes 403(b) or 457(b) savings opportunities.

OUR QUALIFYING PROCESS

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A resume will not substitute for the required forms. Completed forms must be received no later than:

Application Deadline: Thursday, December 14, 2023

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CLASSIFIED EMPLOYMENT OPPORTUNITY



NUTRITION SERVICES WORKER – CATALINA ISLAND

FINAL FILING DATE:

Open Continuous
SUBSTITUTE SALARY: \$17.08

Catalina Island employees receive an additional \$4.0622 per hour.

JOB INFORMATION:

The eligible list of successful candidates may also be used to fill future vacancies as they occur.

The current need is for substitutes. Positions in this class generally range from 2-3 hours per day, during midday hours and hired as substitutes.

JOB SUMMARY:

Under close supervision, assist in quantity preparation, packaging and serving of hot and cold menu items at an assigned school site or the central kitchen; assist in maintaining nutrition service facilities and equipment in a clean and sanitary condition; perform related duties as assigned.

MINIMUM QUALIFICATIONS**EDUCATION AND TRAINING:**

Completion of the eighth grade.

EXPERIENCE:

Sufficient experience to demonstrate the knowledge and abilities listed above.

Any other combination of training and/or experience that could likely provide the desired skills, knowledge or abilities may be considered.

SPECIAL REQUIREMENTS:

Valid Food Handler's certificate is desirable.

SALARY RANGE HOURLY:

START:	\$17.08
6 MONTHS:	\$18.03
1 ½ YEARS:	\$19.01
2 ½ YEARS:	\$20.07
3 ½ YEARS:	\$21.18

APPLICATION:

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SELECTION PROCEDURE:

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WE ARE AN EQUAL OPPORTUNITY TITLE
VII/MERIT SYSTEM EMPLOYER

Open Continuous - 5068 VO



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LBUSD employees, please see reverse for important information.

Note: Before being considered for employment, once an applicant meets the minimum qualifications, all applicants who have prior convictions will be required to provide a certified copy of all relevant records including, but not limited to, conviction reports, probation reports, and other related court records.

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CLASSIFIED EMPLOYMENT OPPORTUNITY



PEST CONTROL TECHNICIAN

FINAL FILING DATE:

4:30 p.m., Monday, December 11, 2023.

JOB INFORMATION:

Permanent 12-month position. Position is a 100% FTE. Eligibility list is being created to fill current and future vacancies as they occur.

JOB SUMMARY:

Under general supervision, applies technical knowledge and ethical standards in the identification, eradication, and preventive control of general pests, termites, fungi, and other wood destroying insects on school district properties; maintains and repairs wood structures, buildings, articles, and equipment; and to do related work as required.

MINIMUM QUALIFICATIONS**EDUCATION AND TRAINING:**

Equivalent to graduation from high school.

EXPERIENCE:

Four years paid experience within the last ten years in pest control work.

Any other combination of training and/or experience that could likely provide the desired skills, knowledge or abilities may be considered.

SPECIAL REQUIREMENTS:

(1) Possession of a valid California class C drivers license at the time of appointment. (2) May be required to travel from one location to another. (3) Possession of a valid California State Structural Pest Control License, Branch 2 (general pest) and Branch 3 (termite). (4) Applicants for this classification will be required to obtain and submit, at his/her own expense, his/her current motor vehicle driving record at the time or appointment. The record must meet and be maintained at the District's safe driving standard. Failure to meet this requirement will result in the disqualification of the applicant regardless of any other standing. (5) The incumbent is required to wear respiratory protection equipment and pass periodic physical examinations prescribed for those who must wear respiratory equipment. (6) Incumbents are subject to pertinent provisions of the General Industry Safety Orders of the California Code of Regulations regarding protective equipment when exposed to hazardous materials, including, but not limited to, asbestos and lead. Incumbents in this class are required to wear protective clothing, gear, and equipment as required by law and provided by the District.

Note: Before being considered for employment, once an applicant meets the minimum qualifications, all applicants who have prior convictions will be required to provide a certified copy of all relevant records including, but not limited to, conviction reports, probation reports, and other related court records.

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SALARY RANGE HOURLY:

START:	\$34.59
6 MONTHS:	\$36.49
1 ½ YEARS:	\$38.51
2 ½ YEARS:	\$40.63
3 ½ YEARS:	\$42.86

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WE ARE AN EQUAL OPPORTUNITY TITLE VII/MERIT SYSTEM EMPLOYER

Dual Exam 24-0147-0184 JA



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Attendance / Professional Growth Incentive approved by the Personnel Commission effective March 1, 2013

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Guidelines:

- ❖ **It is the responsibility of the promotional candidate to submit appropriate documentation at the time of application but in no event no later than the application deadline.**
- ❖ **Attendance Incentive documentation: The Personnel Commission will accept the *Lost Time Report, which is a payroll report that can be printed by your site payroll clerk.* Only the three most recent fiscal years can be used to earn attendance incentive points.**
- ❖ **Professional Growth Incentive documentation: Transcripts, final grade reports, certificates of completion, and other such documentation will be accepted. Classes, training or seminars must have been taken and successfully completed within the last two years from the closing date of the recruitment.**

4.3.F. ATTENDANCE AND/OR PROFESSIONAL GROWTH INCENTIVE. *An attendance incentive shall be added to the composite score of each promotional candidate competing in a promotional or dual certification examination. The attendance incentive shall be one point for each year of service in which the promotional candidate has had four (4) occurrences or less of sick leave used for each fiscal year up to a maximum of three (3) total points. Only the three most recent fiscal years can be used to earn attendance incentive points. An occurrence in this instance shall be defined as one full assignment day or days taken consecutively as sick leave.*

A professional growth incentive shall be added to the composite score of each promotional candidate competing in a promotional examination or dual certification examination. The professional growth incentive shall be one point for each year within a two year period in which the applicant has successfully completed classes, training or seminars which would enhance his/her knowledge, skills and abilities in the promotional classification. A maximum of two (2) professional growth incentive points can be earned. Classes, training or seminars must have been taken and successfully completed within the last two years from the closing date of the recruitment.

The maximum attendance and/or professional growth incentive points a promotional candidate may earn is a total of five (5) points. Promotional candidates are responsible for providing proof of their attendance and/or completion of classes, training and seminars at the time of application but in no event no later than the application deadline. In circumstances in which there are multiple instances of sick leave use for FMLA, CFRA and IA, the matter will be considered on a case by case basis by the administrator of the Personnel Commission.

Personnel Commission
LONG BEACH UNIFIED SCHOOL DISTRICT

SUBJECT: Eligibility Lists

PAGE: 22-24

Date: December 7, 2023

Reason for Consideration: Approval

ASSOCIATE ANALYST – HUMAN RESOURCE SERVICES

DUAL

24-0074-3298

List Valid: 11/27/2023-11/27/2024

Total Applications Received: 58

Passed: 13 Failed: 11

Total Invited to Exam: 34

Withdrew: 10 Screened Out: 24

CUSTODIAN

OPEN

24-0106-0139

List Valid: 11/22/2023-11/22/2024

Total Applications Received: 139

Passed: 36 Failed: 2

Total Invited to Exam: 69

Withdrew: 30 Screened Out: 71

CYBER SECURITY MANAGER

DUAL

24-0132-5310

List Valid: 12/05/2023-12/05/2024

Total Applications Received: 5

Passed: 2 Failed: 0

Total Invited to Exam: 4

Withdrew: 2 Screened Out: 1

DISTRICT SECURITY OFFICER

DUAL

24-0109-5202

List Valid: 12/07/2023-05/07/2024

Total Applications Received: 26

Passed: 4 Failed: 0

Total Invited to Exam: 4

Withdrew: 0 Screened Out: 22

INSTRUCTIONAL AIDE – EXPANDED LEARNING

OPEN CONTINUOUS

24-0105-5319

List Valid: 11/29/2023-05/29/2024

Total Applications Received: 24

Passed: 8 Failed: 0

Total Invited to Exam: 15

Withdrew: 7 Screened Out: 9

INSTRUCTIONAL AIDE – EXPANDED LEARNING

OPEN CONTINUOUS

24-0124-5319

List Valid: 11/28/2023-05/28/2024

Total Applications Received: 20

Passed: 6 Failed: 0

Total Invited to Exam: 10

Withdrew: 4 Screened Out: 10

INSTRUCTIONAL AIDE – EXPANDED LEARNING

OPEN CONTINUOUS

24-0128-5319

List Valid: 12/04/2023-06/04/2024

Total Applications Received: 25

Passed: 6 Failed: 0

Total Invited to Exam: 12

Withdrew: 6 Screened Out: 13

INSTRUCTIONAL AIDE – SPECIAL

List Valid: 12/01/2023-12/01/2024
 Total Applications Received: 22
 Passed: 5 Failed: 0

OPEN CONTINUOUS 24-0131-0448

Total Invited to Exam: 7
 Withdrew: 2 Screened Out: 15

NUTRITION SERVICES WORKER

List Valid: 11/29/2023-05/29/2024
 Total Applications Received: 28
 Passed: 12 Failed: 1

OPEN CONTINUOUS 24-0129-5068

Total Invited to Exam: 21
 Withdrew: 8 Screened Out: 7

NUTRITION SERVICES WORKER

List Valid: 11/29/2023-05/29/2024
 Total Applications Received: 15
 Passed: 5 Failed: 0

OPEN CONTINUOUS 24-0133-5068

Total Invited to Exam: 9
 Withdrew: 4 Screened Out: 6

NUTRITION SERVICES WORKER

List Valid: 12/01/2023-06/01/2024
 Total Applications Received: 10
 Passed: 4 Failed: 1

OPEN CONTINUOUS 24-0134-0448

Total Invited to Exam: 6
 Withdrew: 1 Screened Out: 4

RECREATION AIDE

List Valid: 11/28/2023-05/28/2024
 Total Applications Received: 32
 Passed: 29 Failed: 0

OPEN CONTINUOUS 24-0139-5255

Total Invited to Exam: 29
 Withdrew: 0 Screened Out: 3

RECREATION AIDE

List Valid: 12/08/2023-06/08/2024
 Total Applications Received: 20
 Passed: 15 Failed: 0

OPEN CONTINUOUS 24-0143-5255

Total Invited to Exam: 20
 Withdrew: 0 Screened Out: 5

SCHOOL SAFETY OFFICER

List Valid: 12/06/2023-05/06/2024
 Total Applications Received: 12
 Passed: 1 Failed: 0

DUAL 24-0110-5014

Total Invited to Exam: 1
 Withdrew: 1 Screened Out: 10

STUDENT EVALUAATION TECHNICIAN - BL SPANISH

List Valid: 12/08/2023-12/08/2024
 Total Applications Received: 57
 Passed: 9 Failed: 11

DUAL 24-0043-0483

Total Invited to Exam: 38
 Withdrew: 18 Screened Out: 19

STUDENT FINANCIAL TECHNICIAN - AVALON

List Valid: 12/01/2023-12/01/2024
 Total Applications Received: 13
 Passed: 1 Failed: 2

DUAL 24-0114-0763

Total Invited to Exam: 6
 Withdrew: 3 Screened Out: 7

VAN DRIVER (CATALINA ISLAND)

DUAL

24-0082-5280

List Valid: 11/20/2023-11/20/2024

Total Applications Received: 15

Passed: 5 Failed: 1

Total Invited to Exam: 10

Withdrew: 4 Screened Out: 5

CERTIFIED TO BE CORRECT: Susan Leaming DATE: December 7, 2023