

**COUNTY OF ALAMEDA HUMAN RESOURCE SERVICES DEPARTMENT**  
**Lakeside Plaza Building, 1405 Lakeside Drive, Oakland, CA 94612**

**STATIONARY ENGINEER (GENERAL SERVICES AGENCY)**

BI-WEEKLY SALARY: \$2581.60

MONTHLY SALARY: \$5593.38

LAST DAY FOR FILING

Open Continuous – Apply Immediately  
Exam May Close At Any Time

DATE OF EXAMINATION

Examination Will Be Held By  
Appointment With Applicant

A properly completed Supplemental Questionnaire must be submitted with each application. Applications and Supplemental Questionnaires must be in the possession of the Human Resource Services Department by 4:30 p.m. on the Last Day for Filing. Postmarks are not accepted. Failure to submit the Supplemental Questionnaire will result in disqualification.

THE POSITION(S): Current vacancies are located in the Alameda County General Services Agency. Incumbents maintain and repair building and facilities systems and equipment, including electric systems, steam systems, water and sewage systems, electronic alarm and building operations systems, HVAC and refrigeration equipment in a variety of public buildings including medical institutions and detention facilities.

THE REQUIREMENTS: These are entrance requirements for admission to the examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. A candidate's performance in the examination will be judged in comparison with the performance of other candidates.

EITHER I

EXPERIENCE: The equivalent of three years in the class of Boiler Room Operator in the Alameda County classified service. (Non-classified includes District Attorney's Office, Hospital Authority, and the Consolidated Courts.)

OR II

EXPERIENCE: The equivalent of one year in the class of Building Equipment Maintenance Worker or Automatic Guided Vehicle Technician in the Alameda County classified service.

OR III

EXPERIENCE: The equivalent of one year in the class of Plant Mechanic in the Alameda County classified service.

OR IV

EXPERIENCE: The equivalent of four years of full-time experience as a stationary or operating engineer responsible for the operation of steam boilers and related equipment, two years of which included experience maintaining and repairing mechanical, electrical, plumbing, refrigeration, HVAC and control systems.

CERTIFICATE: For positions in the General Services Agency: Possession of a universal CFC (Chloro-Fluoro-Carbon) Certificate, mandated by the Environmental Protection Agency for servicing refrigeration and air conditioning equipment.

LICENSE: All candidates must possess a valid California Motor Vehicle Operator's license.

PHYSICAL CHARACTERISTICS: May require heavy lifting, working from ladders or scaffolding, and working in confined areas.

THE EXAMINATION: THIS IS A REOPENING OF AN EXISTING EXAMINATION. The names of qualified candidates in this examination will be merged onto the existing list according to examination score. This list may be canceled at any time without notice to candidates.

The examination may include, but will not necessarily be limited to: KNOWLEDGE OF theory and operation of boilers, steam equipment and condensate return systems; the operation of building HVAC and control systems; general knowledge of plumbing, electrical systems and skill in making repairs; and general mechanical theory and practices. ABILITY TO diagnose and repair problems with pumps; repair HVAC equipment; perform welding, brazing, soldering and general machine shop work; fabricate, using sheet metal, round stock, angle and flat iron, pipe, expanded metal, screen etc.; use a variety of basic hand tools; e.g., wrenches, screwdrivers, drills, grinders, pliers, test equipment, sheet metal, metal fabricating tools and other machine shop equipment; follow general and detailed verbal and written instructions; work from blueprints, electrical schematics and sketches; keep proper records pertaining to work schedules, log of shift operations and inventory; establish and maintain cooperative working relations with employees and the general public; perform difficult mechanical and utility repair work; direct and/or instruct inmates and/or other maintenance personnel as required; and respond independently in emergency situations and work under minimal supervision on weekend or evening shifts.

THE EXAMINATION WILL CONSIST OF the following four steps: A review of candidates' applications to verify possession of minimum requirements. Those candidates who possess the minimum requirements for the class will move on to the next step in the examination process, a review of candidate's Supplemental Questionnaires to verify further knowledge, skill or ability. The next step is a written test which will be qualifying only. Those candidates scoring highest on the written test will move on to the next step in the examination process, an oral interview weighted as 100% of the candidate's final examination score. The oral interview may contain situational exercises. CANDIDATES MUST ATTAIN A QUALIFYING RATING ON EACH PORTION OF THIS EXAMINATION. WE RESERVE THE RIGHT TO MAKE CHANGES TO ANNOUNCED EXAMINATION STEPS.

TO APPLY: Applications may be obtained at the Alameda County Human Resource Services Department, Lakeside Plaza Building, 1405 Lakeside Drive, Oakland, CA 94612; Dublin Library, 200 Civic Plaza, Dublin, CA 94568; Fremont Main Library, 2400 Stevenson Blvd., Fremont, CA 94538; or the Union City Library, 34007 Alvarado-Niles Road, Union City, CA 94587. Applications can only be filed at the Alameda County Human Resource Services Department, Lakeside Plaza Building, 1405 Lakeside Drive, Oakland, CA 94612. The application form is also available on our web site: [www.acgov.org](http://www.acgov.org).

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Please print your name

**STATIONARY ENGINEER (GENERAL SERVICES AGENCY)**  
**Supplemental Questionnaire**

As stated in the examination announcement for this position, a properly completed Supplemental Questionnaire must be submitted with an application. Failure to submit the Supplemental Questionnaire will result in disqualification. Applications and Supplemental Questionnaires must be in the possession of the Human Resource Services Department by 4:30 p.m. on the Last Day for Filing. Postmarks are not accepted.

The purpose of this questionnaire is for you to identify your qualifications and experience in job-related areas. A panel will review applications and Supplemental Questionnaire responses of candidates who meet the minimum requirements to verify further knowledge, skill or ability. It is critical that you fill out the Supplemental Questionnaire completely, listing all education, experience or special training which might demonstrate your qualifications in the rating areas.

**PLEASE TYPE OR PRINT RESPONSES.** Answer questions 1, 2 and 3 below on this page. Submit your answers to questions 4 through 6 on 8-1/2" x 11" paper and attach this cover sheet. Try to limit your responses to half a page for each question.

1. Do you possess a current, valid Universal CFC (Chloro-Fluoro-Carbon) Certificate?  
 Yes  No

*If yes, attach a copy of your Certificate to your application for this examination. If you do not have this Certificate, or if you do not attach a copy of your certificate, your application for this examination will not be accepted.*

2. Are you available to work as a Stationary Engineer on all shifts and at all Alameda County locations?  
 Yes  No

3. Are you able to perform heavy lifting, work from ladders or scaffolding and work in confined areas?  
 Yes  No

4. Describe your experience with steam boilers, including the types of boilers and related equipment and your responsibilities.

5. Describe your experience repairing mechanical, electrical, plumbing, HVAC and control systems. In so doing, indicate where you obtained this experience, the types of tools and equipment you worked with, how long you performed the duties described. Indicate whether you diagnosed problems or made actual repairs.

6. Describe your use of computers in building management systems (e.g. fire alarms, security, building automation systems).

**CERTIFICATION OF APPLICANT:** I hereby certify that I am the author of this questionnaire and that all information presented is true and based on my background, skills, and experiences. I agree and understand that misstatements or omissions of material facts herein may forfeit my rights to any employment in the service of the County of Alameda.

**SIGNATURE:**

**DATE:**