



OPEN EXAMINATION
ASSISTANT INDUSTRIAL HYGIENIST
CONTINUOUS TESTING



IC61 / 3855 8H1AR01

California State Government supports equal opportunity to all regardless of race, color, creed, national origin, ancestry, gender, marital status, disability, religious or political affiliation, age, or sexual orientation. It is the objective of the State of California to achieve a drug-free work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the state, the rules governing civil service, and the special trust placed in public servants.

WHO SHOULD APPLY: Persons who meet the minimum qualifications (entrance requirements) as stated on this announcement you may take this examination, which is competitive.

HOW TO APPLY: To learn more about the job and testing arrangements, contact the testing office shown below. Applications are available through the <http://www.spb.ca.gov/jobs/stateapp.htm> and at the testing office shown below. Applications may be filed in person or by mail with:

DEPARTMENT OF PUBLIC HEALTH (916) 324-0286
Selection Unit
In Person: 1501 Capitol Avenue, Suite 71.1501
By Mail: MS 1700-1702
P.O. Box 997378
Sacramento, CA 95899-7378

DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD

CROSS-FILING INFORMATION: If you meet the entrance requirements for this class and for Associate Industrial Hygienist, you may file for both examinations on a single application. You must indicate the class title(s) for which you are applying on the application Form STD. 678.

FINAL FILING DATE: There is no final filing date. Testing is considered continuous as dates can be set at any time. The testing office will accept applications continuously and will notify and test applicants as needs warrant.

TESTING PERIOD: A candidate may be tested only once during any testing period. The testing period for this classification is January 1 through December 31.

SALARY RANGES: \$4103 - \$5443 per month.

POSITION DESCRIPTION: Under direction, performs hygiene work of average difficulty; conducts preliminary surveys and inspections of occupational and environmental settings; conducts studies of potential health hazards of specific substances or in specific industries or processes; prepares reports of findings and makes recommendations for the elimination or control of hazardous conditions; assists in the design, construction, and use of special field apparatus; collects statistics and information in field settings; gives information on the control of industrial and environmental health hazards; interprets standards; prepares correspondence and reports; and other required work .

Positions exist with the Department of Public Health in Richmond.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION: It is your responsibility to make sure you meet the education and/or experience requirements stated on this announcement on the date you submit your application. Your signature on your application indicates that you have read, understood, and possess the basic qualifications required.

NOTE: Applications/resumes **must** include "to" and "from" dates (month/day/year), time base, civil service class title(s), and range (if applicable) for all experience. College course information **must** include title, semester or quarter units, name of institution, completion dates, and degree (if applicable).

Applications/resumes received without this information will be rejected.

MINIMUM QUALIFICATIONS: Qualifying experience may be combined on a proportionate basis if the following requirements include more than one pattern and are distinguished as Either I, or II, or III, etc.

Either I

One year of experience in the California state service performing the duties of a Junior Industrial Hygienist.

Or II

Experience: Two years of professional or technical experience in identifying, evaluating, and controlling health hazards, developing, and implementing occupational and environmental health standards. This experience shall include at least one year in a position comparable in level, responsibility, and duties to that of a Junior Industrial Hygienist in the California state service. (A Master's Degree in Chemistry, Engineering, Environmental Health, Industrial Hygiene, Public Health, or a closely related curriculum may be substituted for one year of the required general experience. A Master's Degree in Industrial Hygiene or Occupational Health, acquired in a two-year master's degree program including planned work experience, may be substituted for the two years of required general experience.) **And**

Education: Equivalent to graduation from college with major work in industrial hygiene, environmental health, environmental engineering, chemistry, biology, physics, medicine, public health, or in a field directly related to occupational health and safety. (Additional qualifying experience may be substituted for the required education on a year-for-year basis.)

GENERAL QUALIFICATIONS: In addition to the scope defined on this announcement, candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, ability to work cooperatively with others, and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required.

EXAMINATION INFORMATION: This examination utilizes an evaluation of education and experience (E&E) weighted 100%, and is based solely upon information provided with the application. Information provided with the application will be assessed compared to a standard developed in relation to the elements of the job and linked to the knowledge and abilities required on the job.

Special care should be taken to submitting a complete description of your education and experience relevant to the typical tasks, scope, and minimum qualifications stated on this announcement. Supplemental information will be accepted but competitors should read the announcement carefully to determine what kind of information will be useful to those individuals completing the evaluation.

The Department of Public Health reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

SCOPE: Rankings will be determined based on the depth and breadth of professional education and experience beyond what is minimally required. Emphasis will be placed on measuring:

Knowledge of:

1. Basic principles of industrial hygiene, environmental and public health, and state and Federal laws, rules, and regulations on the health of industrial workers and health workers of communities that are exposed to environmental contaminants.
2. Basic concepts of apparatus used to monitor and/or collect samples of substance for analysis.
3. Public health and industrial hygiene practices.
4. Effects and control of environmental and occupational hazards.
5. Methods, techniques and practices used in determining and eliminating health hazards in occupational and environmental settings.

Ability to:

1. Analyze situations accurately, derive recommendations, and take effective action.
2. Establish and maintain effective teamwork and cooperative working relationships.
3. Communicate effectively.
4. Prepare clear and concise reports.
5. Collect and evaluate findings and make recommendations for the elimination or control of hazardous conditions.
6. Function as a specialist in one or more physical, biological, chemical, engineering, or toxicological factors, effects, and control measures.
7. Interpret and apply industrial hygiene and environmental standards.

ELIGIBLE LIST INFORMATION: Names of successful competitors are merged into a departmental open list established for use by the Department of Public Health in order of final scores regardless of testing date. Eligibility expires 24 months after it is established unless the needs of the service and conditions of the list warrant a change in this period. All candidates meeting the minimum qualifications will be placed on the eligible list.

NOTE: Transfer of list eligibility is not permitted from a list established by an E&E examination to a list established by any other type of examination.

Eligible Lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multi-departmental promotional, 4) service-wide promotional, 5) departmental open, and 6) open. When there are two lists of the same kind, the older must be used first

VETERANS PREFERENCE: Veterans preference credits will not be granted in this examination since it does not qualify as an entrance examination.

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD device.

The California Relay (Telephone) Service for the deaf or hearing impaired:

MCI from TDD: 1-800-735-2929 MCI from voice telephone: 1-800-735-2922

Sprint from TDD: 1-888-877-5378 Sprint from voice telephone: 1-888-877-5379