



**CALIFORNIA DEPARTMENT OF PUBLIC HEALTH
SUPERVISING HEALTH PHYSICIST
OPEN EXAMINATION
CONTINUOUS TESTING**

HX10 - 3801 6H1BD
Bulletin Release Date: August 16, 2016



The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

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

HOW TO APPLY: Applications must be submitted via the U.S. Postal Service or hand delivered to the Department of Public Health Human Resources Office (hours are 8:00 AM to 5:00 PM). Standard State Applications (STD. 678) can be found at: <http://jobs.ca.gov/pdf/std678.pdf>. Submit Standard State Application to:

By Mail or In Person:

California Department of Public Health
Examination Services Unit
1615 Capitol Ave., 4th floor, Suite 73-430
P.O. Box 997378 MS 1700-1702
Sacramento, CA 95899-7378

(916) 322-4460

DO NOT SUBMIT APPLICATIONS TO THE CALIFORNIA DEPARTMENT OF HUMAN RESOURCES (CalHR).

FINAL FILING DATE: Testing is considered continuous as dates can be set at any time.

Applications must be submitted by the final filing dates indicated below. Applications postmarked, personally delivered, or received via interoffice mail after the final filing date, will be held for the next administration of the examination. The filing dates are:

September 15, 2016

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: \$6,550.00 - \$8,562.00 per month.

EMPLOYEE BENEFITS:

In addition to the salary above the California Department of Public Health offers benefits in the following areas:

- Health, Dental, and Vision
- Cash Benefit Programs
- Disability Insurance
- Work, Home, and Family
- Beneficiary and Survivor Benefits
- Awards
- Retirement and Separation Benefits
- Flexible Schedules
- Public Transit Reimbursement (limits apply)

A complete description of all benefits may be viewed at <http://www.calhr.ca.gov/Pages/home.aspx>

POSITION DESCRIPTION: This is the second supervisory level. Incumbents, under general direction, plan, organize, direct and evaluate a number of statewide radiation regulatory programs involving the surveillance and licensing of radiation sources and the evaluation, regulation, and control of industrial (limited to licensing only), research, medical, diagnostic, and therapeutic uses of radiation; coordinate, integrate, and evaluate programs and activities relating to licensing and inspections and insure compliance with State regulations; evaluate and resolve unusually complex technical

and administrative problems in connection with license issuance, amendment, suspension, revocation, or denial; approve inclusion of specialized conditions and other unusual provisions in licenses; plan and direct a continuing program of staff training and development; propose new rules and regulations; coordinate the programs with related activities of the Nuclear Regulatory Commission, the State Division of Occupational Safety and Health, Environmental Protection Agency, U.S. Department of Health and Welfare, local health agencies, and other interested and affected agencies; keep abreast of technical development in radiation use and radiation protection; plan and direct special studies and investigations; address interested groups; prepare articles for publication; and do other related work.

Positions in this class are supervisory. Incumbents perform duties which are substantially different from those of subordinates and have the authority, in the interest of management, to: hire, transfer, suspend, layoff, recall, promote, discharge, assign, reward or discipline other employees, or responsibly direct them, or adjust their grievances, or effectively recommend such actions. The intent is to exclude leadpersons.

Positions may exist with the California Department of Public Health in Sacramento County.

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 **must** include "to" and "from" dates (month/day/year), time base, job titles and/or civil service class title(s), and range (if applicable) for all work experience. College course Information **must** include title, number of semester or quarter units, name of institution, completion dates, and degree. **Applications received without this information will be rejected. Applicants must submit a copy of official transcripts along with the application when using education to meet the entrance requirements for this examination.**

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

Two years of experience in performing the duties of a Senior Health Physicist in California state service.

Or II

Six or more years of increasingly responsible professional experience in health physics or a closely related field, at least three years of which must have included supervisory responsibility for a major program in health physics or radiologic health. **and**

Graduation from college with a major in radiologic health, radiologic science, health physics, engineering, mathematics, physical science, life science or a closely related field. (Possession of a Master's Degree in Radiologic Health, Radiologic Science, Health Physics, Engineering, Mathematics, Physical Science, or Life Science may be substituted for two years of the required general experience.)

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: The examination will consist of a Qualifications Assessment and is the sole component of the Supervising Health Physicist examination. To obtain a position on the eligible list, a minimum score of 70% must be received. The Qualifications Assessment is designed to elicit specific information regarding each candidate's education, training, and experience relative to the testing classification. Responses to the questionnaire will be assessed based on pre-determined rating criteria. **The Qualifications Assessment package will be emailed to the applicant in the form of a survey. Please monitor your email account's SPAM, Junk, Bulk, etc. Folder (s) as the examination email may be filtered depending on your specific account settings.**

The participating department's reserves the right to revise the examination plan to better meets the needs of the service if the circumstances under which this examination has changed. 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. Knowledge of various parameters involving the use of radiation machines and radioactive materials.
2. Knowledge of California radiation control laws and regulations.
3. Knowledge of supervisory methods and techniques.
4. Knowledge of theory and practice of health physics and radiation protection.
5. Knowledge of various parameters entering into evaluation of radiological hazards involved in medical, dental, industrial, and laboratory work.
6. Knowledge of principles of leadership.
7. Knowledge of basic research techniques.
8. Knowledge of theory and practical design of shielding for protection against radiation.
9. Knowledge of biological effects of ionizing radiation.
10. Knowledge of radiation standards set by the Nuclear Regulatory Commission, the National Council on Radiation Protection and Measurement.
11. Knowledge of functions and operations of State and Federal programs in radiation control and radiological health.
12. Knowledge of principles of public administration and personnel management.
13. Knowledge of radiation Dosimeter and the theory and design of instruments and method used to measure radiation.
14. Knowledge of State and departmental Equal Employment Opportunity policies.
15. Knowledge of theory and principles of physical science and engineering.
16. Knowledge of Department's Equal Employment Opportunity objectives.
17. Knowledge of manager's role in Equal Employment Opportunity and the processes available to meet EEO objectives.
18. Knowledge of training procedures.
19. Knowledge of advance scientific research techniques.
20. Knowledge of trends and developments in radiological health.
21. Knowledge of atomic and nuclear physics and nuclear chemistry and the use of radioisotopes.
22. Knowledge of radiological ecology.
23. Knowledge of radioactive waste disposal techniques and procedures.

ABILITY TO:

1. Ability to analyze situations accurately, derives recommendations, and takes effective action.
2. Ability to communicate effectively.
3. Ability to interpret laws and regulations.
4. Ability to effectively supervise subordinate personnel.
5. Ability to direct and coordinate the work of others.
6. Ability to establish and maintain cooperative relations with those contacted in the course of the work including Federal, State, and local agencies.
7. Ability to gain confidence and compliance of persons of varied scientific disciplines.
8. Ability to evaluate plans and specifications to ensure prevention of radiation hazards.
9. Ability to train and guide subordinate personnel.
10. Ability to prepare clear and concise administrative and technical reports, and correspondence.
11. Ability to develop methods to minimize radiation hazards.
12. Ability to conduct routine investigations of radiological health hazards.
13. Ability to train personnel in the various phases of radiological health work.
14. Ability to develop and evaluate programs.
15. Ability to effectively carry out the State and departmental EEO policies.
16. Ability to effectively contribute to the Department's EEO objectives.
17. Ability to independently plan, conducts, and correlates difficult and complex investigations of radiological health exposure.

ELIGIBLE LIST INFORMATION: Names of successful competitors are merged into a departmental open list established for use by the California 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: 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: Will be awarded in this examination, pursuant to Government Code Section 18973.1, effective January 1, 2014, as follows: 1) Any veteran, widow or widower of a veteran, or spouse of a 100 percent disabled veteran, who achieves a passing score in an entrance examination, shall be ranked in the top rank of the resulting eligibility list. Any veteran who has been dishonorably discharged or released is not eligible for veterans' preference; 2) An entrance examination is defined, under the law, as any open competitive examination; 3) Veterans' Preference is not granted once a person achieves permanent civil service status.

HOW TO APPLY FOR VETERANS' PREFERENCE: The California Department of Human Resources (CalHR) has information on how to apply for Veterans' Preference on their website at www.jobs.ca.gov and on the Application for Veterans' Preference form ([CalHR 1093](#)). Additional information is also available at the Department of Veterans Affairs website at www.cdva.ca.gov.

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

California Department of Public Health
SECURITY INFORMATION FOR PARTICIPANTS

Preparation, Development, Review of
State Civil Services Examination Material

EXAMINATION TITLE: Supervising Health Physicist

State law requires that civil service examinations are confidential and impartial. We ask that you assume a personal responsibility in maintaining the competitive aspects and confidential nature of this examination. The personal information that you provide on this form is required for documentation purposes. All information will remain confidential.

As a candidate, you must comply with the following test security standards:

1. DO NOT REVEAL the fact that you are participating in the examination process to anyone.
2. DO NOT DISCUSS any aspect of the examination with anyone. This includes supervisors, peers and co-workers. This security limitation includes information on all questions and answers.

I certify that:

1. I will not reveal to anyone that I am participating in this examination.
2. I will not discuss any aspect of this material with anyone.
3. I will adhere to all the established security measures.

I hereby certify and understand that the information provided by me in this application is true and complete to the best of my knowledge and contains no willful misrepresentation or falsification. I further understand that this information may be verified and that, if it is discovered I have made any false representations, I will be removed from the promotional list resulting from this examination, and possibly dismissed from civil service.

Signature

Date

Printed Name

Return this page with your original signature along with your State Application STD 678.

Please ensure that your return envelope has adequate postage. Facsimiles (FAX) will not be accepted under any circumstance.

CONDITIONS OF EMPLOYMENT (631)

Examination Title: Supervising Health Physicist

FFD: Continuous

Name: _____
(Print: first, middle initial, last)

If you are successful in your examination your name will be placed on the active employment list and certified to fill vacancies according to the conditions you specify on this form. If you are unwilling to accept work or do not reply promptly to communications your name will be placed on the inactive list.

Locations in which you are willing to work:

Please indicate your choices - you will not be offered a job in locations not checked.

Sacramento County (3400) _____

TYPE OF EMPLOYMENT DESIRED:

ON A PERMANENT BASIS, I AM WILLING TO WORK:

_____ Full Time _____ Part Time (regular hours less than 40) _____ Intermittent (on call)
_____ Limited Term

ON A TEMPORARY BASIS, I AM WILLING TO WORK:

_____ Full Time _____ Part Time (regular hours less than 40) _____ Intermittent (on call)
_____ Limited Term

It is your responsibility to notify the Department of Public Health, Examination Services Unit, of any changes in your address or availability for employment. All correspondence must include your examination title, identification number and Social Security number.

Signature: _____

Date: _____