



**CALIFORNIA DEPARTMENT OF PUBLIC HEALTH  
PUBLIC HEALTH MEDICAL OFFICER II  
OPEN EXAMINATION  
CONTINUOUS TESTING**

SI90 / 7722 0HAGG01

Bulletin Release Date: September 29, 2015

This bulletin supersedes the bulletin released on February 6, 2015



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 (entrance requirements) as stated on this announcement should apply. This is an open examination. Applications will not be processed on a promotional basis and career credits do not apply.

**HOW TO APPLY:** Applications and a copy of official transcripts 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:

**Mailing Address:**

California Department of Public Health  
Examination Services Unit  
MS 1700-1702  
P.O. Box 997378  
Sacramento, CA 95899-7378

**File in Person Address:**

California Department of Public Health  
Examination Services Unit  
1501 Capitol Avenue, Suite 71.1501  
Sacramento, CA 95814  
Telephone: (916) 552-9369

**DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD OR THE CALIFORNIA DEPARTMENT OF HUMAN RESOURCES. ALSO, THE DEPARTMENT OF PUBLIC HEALTH WILL NOT ACCEPT APPLICATIONS SENT ONLINE, VIA INTER-AGENCY MAIL OR FAX.**

**CROSS FILING INFORMATION:** If you meet the entrance requirements for this class and/or for Public Health Medical Officer III and/or Public Health Medical Officer III (Epidemiology), you may file for all examinations on a single application. You must indicate the class title(s) for which you are applying on the application.

**FINAL FILING DATE:** The testing office has established the following application cut-off date: February 15, April 15, June 15, August 15, October 15 and December 15. Submission of applications after the cut-off date will not be accepted for the current examination, but will be held for the next scheduled examination.

**TESTING PERIOD:** A candidate may be tested only once during any testing period. The testing periods for this classification are January 1 through June 30 and July 1 through December 31.

**SALARY RANGES:** **Range A:** \$9152 - \$12555 per month. This range shall apply to incumbents who do not meet the criteria for payment at either Range B or Range C.

**Range B:** \$9594 - \$13163 per month. This range shall apply to incumbents who:

- Have been accepted at some time for an examination for a medical specialty certificate as evidenced by a written statement from the secretary of an American medical specialty board or an American osteopathic specialty board. OR
- Have completed three years of approved residency training in an accepted medical or osteopathic specialty in an approved hospital or institution. OR
- Have completed one year of full-time paid public health medical experience in a public health agency, and one year of academic training at the graduate level in public health and preventive medicine, and one year of approved residency training in public health and preventive medicine.

**Range C:** \$9874 - \$13547 per month. This range shall apply to incumbents who possess a valid medical or osteopathic specialty certificate issued by an American medical specialty board or an American osteopathic specialty board.

**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:** A Public Health Medical Officer II independently performs responsible public health medical work either in carrying out a major assignment for the Department of Public Health or does special medical work in the public health program in conjunction with or at the direction of qualified specialists; assists the various divisions of the Department in performing general medical work in a public health program in the offices, laboratories, or clinics; evaluates the effectiveness of administrative, diagnostic, preventive, and therapeutic procedures being used; carries on research programs; directs and works with registered nurses, public health nurses, sanitary inspectors, bacteriologists, communicable disease specialists, industrial hygienists, toxicologists, epidemiologists, statisticians, and other professionals in special public health programs; and addresses, community groups on various public health subjects; prepares correspondence and reports.

Positions exist with the Department of Public Health in Contra Costa and Sacramento Counties.

**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.

Possession of the legal requirements for the practice of medicine in California as determined by the Medical Board of California (originally known as California Board of Medical Quality Assurance) or the California Board of Osteopathic Examiners. (Applicants who are in the process of securing approval of their qualifications by the Medical Board of California or the Board of Osteopathic Examiners will be admitted to the examination, but the Board to which application is made must determine that all legal requirements have been met before candidates will be eligible for appointment.)

**And  
Either I:**

Successful completion of one year of graduate study toward a Master’s Degree in Public Health or its equivalent in a recognized school of public health.

**Or II:**

One year of public health medical experience in a public health agency.

**Or III:**

Two years of full-time experience in preventive medicine in the military service; **or** two years of post-graduate training or experience in an accepted specialty in an approved hospital or institution.

**DESIRABLE CHARACTERISTICS:** Tact and willingness to travel.

**GENERAL QUALIFICATIONS:** 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 entire examination consists of an evaluation of training and experience weighted 100%. The Training and Experience Questionnaire has been designed to elicit specific information regarding each candidate's education and experience relative to the testing classification. Responses to the questionnaire will be assessed based on pre-determined rating criteria. In appraising the relative qualifications of candidates, consideration will be given to the extent and type of pertinent experience and education over and above what is minimally required.

To obtain a questionnaire visit the Public Health Medical Officer examination site at [PHMOSeriesExaminationApplicationPackage.pdf](#)

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.

**ELIGIBLE LIST INFORMATION:** Possession of the entrance requirement does not assure a place on the eligible list. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained. All successful candidates will be ranked according to their final scores. Names of successful competitors are merged into the open list established for use by the Department of Public Health in order of final scores regardless of testing date. Eligibility expires **18** months after it is established unless the needs of the service and conditions of the list warrant a change in this period.

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](http://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](http://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

**CONDITIONS OF EMPLOYMENT (631)**

**Examination Title:** Public Health Medical Officer II

**Name:** \_\_\_\_\_  
(Print: first, middle initial, last)

**FFD:** Continuous

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.

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**Locations in which you are willing to work:**

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

Contra Costa County (0700) \_\_\_\_\_

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: \_\_\_\_\_