



CALIFORNIA DEPARTMENT OF PUBLIC HEALTH  
 PUBLIC HEALTH MEDICAL OFFICER III (Epidemiology)  
 DEPARTMENT OPEN – CONTINUOUS FILING

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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 an 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 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  
 Selection & Certification Unit  
 MS 1700-1702  
 P.O. Box 997378  
 Sacramento, CA 95899-7378

**File in Person Address:**  
 California Department of Public Health  
 Selection & Certification Unit  
 1501 Capitol Avenue, Suite 71.1501  
 Sacramento, CA 95814  
 Telephone: (916) 552-9369

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

**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 application and examination packages continuously.

**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 B:** \$9398 - \$12894 per month.  
**Range C:** \$9620 - \$13199 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.

**POSITION DESCRIPTION:** A Public Health Medical Officer III (Epidemiology) typically serves either as the administrator of a major public health technical program area or as a technical consultant to the administrator of a major public health program area assisting in its design, implementation, and analysis; and performs other work as required. In either capacity, the Public Health Medical Officer III (Epidemiology) initiates, organizes, and directs original epidemiologic findings to health polices; may supervise professional, technical and clerical personnel engaged in epidemiologic studies and investigations; provides expert consultation on epidemiology to other state programs; acts as liaison between the Department and other medical institutions or agencies cooperating in studies of mutual interest; coordinates activities of advisory committees; advises on and participates in training of students and residents in programs of epidemiology, biometry, demography, or other related fields; prepares research grant applications, articles for publication, and reports; reviews and evaluates research studies and methods in specialized areas of epidemiology; addresses professional and lay groups.

Positions exist with the Department of Health Services statewide.

**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 work experience. College course information **must** include title, number of semester or quarter units, name of institution, completion dates, and degree.

**Applications/resumes received without this information will be rejected.**

NOTE: Applicants must show their license number, title, and expiration date on their application and provide a copy of their license. **Applications/resumes received without this information will be rejected.**

**MINIMUM QUALIFICATIONS:** 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**

Possession of a valid license issued either by the American Medical Specialty Board or an American Osteopathic Specialty Board as a specialist in one of the fields of medicine, or eligibility for examination for one of these certificates as evidenced by written statement from the Secretary of the Board. (Applicants who can establish specialty board eligibility within six months of the final filing date announced for the civil service examination for this class will be admitted to competition but their names will not be certified from the employee list unless the required verification is submitted within this time limit).

**AND**

Experience: One year of experience in medical epidemiology. (Qualifying experience for medical epidemiology is considered one year of work experience in medical epidemiology after completing a residency or fellowship program.)

**DESIRABLE CHARACTERISTICS:** Administrative ability, 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:  
<http://www.dhs.ca.gov/ps/cdic/cdcb/Branch/html/phmoexam.htm>.

The Department of Health Services 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 Health Services 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:** Effective January 1, 2014, Veterans' Preference will be awarded to qualifying Veterans who are successful in the examination in the form of Rank placement rather than points. All individuals awarded Veterans' Preference will be certified in Rank 1 of the eligibility list, regardless of score. All Open Exams/Eligible lists will award Veterans' Preference, regardless of the classification.

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