



OPEN EXAMINATION  
**PUBLIC HEALTH MICROBIOLOGIST I**

SPOT- RICHMOND  
**CONTINUOUS TESTING**  
SW50 / 7954 8H1AF



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 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) 445-0983  
HUMAN RESOURCES BRANCH  
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 Public Health Microbiologist II, 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 12 months.

**SALARY RANGES:** **Range A:** \$4153 - \$4710 per month. This range shall apply to persons who do not meet the criteria for payment in Range B.  
**Range B:** \$4126 - \$5372 per month. This range shall apply to persons who have satisfactorily completed the equivalent of six months of Public Health Microbiologist I, Range A experience; and may apply to persons who have possession of a valid Public Health Microbiologist's certificate issued by the California State Department of Public Health, and one year of experience performing microbiological analyses in a public health or comparable laboratory.

**POSITION DESCRIPTION:** Under direction, performs, interprets, and reports appropriate tests on diagnostic and reference specimens; conducts and reviews quality control procedures; assists in training technical and professional personnel, in developing procedures, in evaluating work of clinical and public health laboratories, and in preparing data for publication; and directs work of laboratory assistants and technicians.

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 work 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. A copy of your official degree and transcripts may assist in the evaluation of your qualifications as it relates to meeting the education requirements for this examination.**

**MINIMUM QUALIFICATIONS:** Possession of a valid Public Health Microbiologist's certificate issued by the California State Department of Health Services (California Department of Public Health). (Possession of a Baccalaureate Degree with a major in Medical or Public Health Microbiology or equivalent subjects and six months training in a public health laboratory or the equivalent are required for certification. Applicants who do not possess the required certificate but who are eligible for the examination for certification will be admitted to the examination, but they must secure the certificate before they will be considered eligible for appointment.)

**DESIRABLE CHARACTERISTICS:** Color vision adequate to successfully perform the job.

**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. Bacteriological, virological, mycological, parasitological, serological and other microbiological principles, techniques, equipment, and terminology used in the laboratory for the detection and identification of disease agents.
2. Quality control procedures applicable to general field of microbiology;
3. Principles, techniques, and terminology used in immunology the examination of food and water.
4. Common causes of disease and methods of transmission and control of communicable diseases.
5. Available laboratory scientific resource materials.
6. Working knowledge of laboratory equipment and its care.

**Ability to:**

1. Perform microbiological laboratory tests.
2. Do varied and difficult laboratory work.
3. Provide technical guidance to assistants.
4. Maintain records and make reports.
5. Analyze situations accurately and take effective action.
6. Work cooperatively and effectively with others in a laboratory setting.

**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 18 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 requirements for admittance to the exam 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 be granted in this examination since it does qualify as an entrance examination. [California law](#) limits granting of veterans preference credits to entrance examinations. Directions for applying for veterans' preference credits are provided on the Veterans Preference Application form, which is available from the State Personnel Board or the department shown on this announcement.

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