



**CALIFORNIA DEPARTMENT OF PUBLIC HEALTH  
PUBLIC HEALTH LABORATORY TECHNICIAN I-  
(MICROBIOLOGY)**



Final File Date: **FEBRUARY 09, 2011**  
Bulletin Release Date: **JANUARY 20, 2011**

**PROMOTIONAL ONLY**

ST86 -7887      0H129D

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.

<b>EXAMINATION TYPE</b>	This is a promotional examination for the California Department of Public Health.
<b>WHO SHOULD APPLY</b>	Persons who have permanent civil service appointment with the California Department of Public Health and meet the minimum qualifications as stated on this bulletin as of the announced final filing date. Employees who have limited-term appointment in the department for which the examination is being given (provided they have had permanent appointment and no subsequent break in service) are allowed to participate in departmental promotional examination in the department <u>OR</u> must be: 1) a current or former legislative employee meeting the criteria defined in Government Code (GC), Section 18990; <u>OR</u> 2) an exempt employee meeting the criteria defined in GC, Section 18992; <u>OR</u> persons who are retired from the United States military, honorably discharged from active military duty with a service-connected disability, or honorably discharged from active duty as defined in Government Code 18991.
<b>HOW TO APPLY</b>	To learn more about the job and testing arrangements, contact the testing office shown below. Applications are available at <a href="http://www.spb.ca.gov/jobs/stateapp.htm">http://www.spb.ca.gov/jobs/stateapp.htm</a> . Applications may be filed in person or by mail with:  <p align="center"><b>CALIFORNIA DEPARTMENT OF PUBLIC HEALTH (916) 319- 9759 SELECTION AND CERTIFICATION SECTION</b></p> <p><b>In Person:      1501 CAPITOL AVENUE, SUITE 71.1501</b> <b>By Mail:        MS 1700-1702</b> <b>                      P.O. BOX 997378</b> <b>                      SACRAMENTO, CA 95899-7378</b></p> <p><i>DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD</i></p>
<b>FINAL FILING DATE</b>	Applications (Form STD. 678) must be submitted by <b>February 09, 2011</b> , the final filing date. Applications postmarked, personally delivered, or received via interoffice mail after the filing deadline will not be accepted.
<b>SPECIAL TESTING INFORMATION</b>	If you have a disability that requires accommodation, mark the appropriate box on the application Form STD. 678. You will be contacted to make specific arrangements.
<b>ORAL INTERVIEW DATE</b>	It is anticipated that oral interviews will be scheduled during <b>February/ March 2011</b> , and in such locations throughout the state as the number of candidates and conditions warrant.
<b>IDENTIFICATION REQUIREMENT</b>	Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.
<b>SALARY RANGE(S)</b>	\$3050 - \$3706 per month
<b>EMPLOYEE BENEFITS</b>	In addition to the salary above the California Department of Public Health offers benefits in the following areas: <ul style="list-style-type: none"> <li> Health, Dental, and Vision</li> <li> Cash Benefit Programs</li> <li> Disability Insurance</li> <li> Work, Home, and Family</li> <li> Beneficiary and Survivor Benefits</li> <li> Awards</li> <li> Retirement and Separation Benefits</li> <li> Flexible Schedules</li> <li> Public Transit Reimbursement (limits apply)</li> </ul>

	A complete description of all benefits may be viewed at <a href="http://www.dpa.ca.gov/benefits/index.htm">http://www.dpa.ca.gov/benefits/index.htm</a>
<b>POSITION DESCRIPTION</b>	<p>Under general supervision, to assist with laboratory work involved in making repetitive biological tests or examinations; to prepare complicated reagents and stains; and to do other related work.</p> <p>Positions exist with the California Department of Public Health in Richmond, CA.</p>
<b>REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION</b>	<p>It is your responsibility to make sure you meet the education and/or experience requirements stated on this announcement by <b>February 09, 2011</b>, the final filing date. Your signature on your application indicates that you have <u>read</u>, <u>understood</u>, and <u>possess</u> the basic qualifications required.</p> <p><b>NOTE:</b> Applications/resumes <b>must</b> 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 <b>must</b> include title, semester or quarter units, name of institution, completion dates, and degree (if applicable).</p> <p><b>Applications/resumes received without this information will be rejected.</b></p>
<b>MINIMUM QUALIFICATIONS</b>	<p>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.</p> <p><b>Either I</b> Education: Equivalent to two years of college including completion of college-level introductory laboratory courses in general chemistry, general biology, and microbiology.</p> <p><b>Or II</b> Experience: One year of experience in the California state service performing the duties of a Senior Laboratory Assistant or Animal Technician III. and Education: Equivalent to completion of the twelfth grade, and completion of college-level introductory laboratory courses in chemistry and a biological science.</p> <p><b>Or III</b> Experience: Two years in the California state service performing the duties of a Laboratory Assistant, Range B, or Animal Technician II. and Education: Equivalent to completion of the twelfth grade, and completion of college-level introductory laboratory courses in chemistry and a biological science.</p>
<b>GENERAL QUALIFICATIONS</b>	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.
<b>EXAMINATION INFORMATION</b>	<p>The examination will consist of a Qualification Appraisal Panel interview that is weighted 100%. The interview will include a number of predetermined job-related questions. Competitors who do not appear for the interview will be disqualified and eliminated from the examination process.</p> <p>The California Department of Public Health reserves the right to revise the examination plan to better meet the needs of the service if circumstances under which this examination was planned change. Such a revision will be in accordance with civil service law and rules and all competitors will be notified.</p>
<b>INTERVIEW SCOPE</b>	<p>In addition to evaluating the candidate's relative abilities as demonstrated by quality and breadth of experience, emphasis will be placed on measuring, relative to job demands, each competitor's:</p> <p><b>Knowledge of:</b></p> <ol style="list-style-type: none"> <li>1. Techniques, materials, and equipment used in microbiological analyses.</li> <li>2. College level science.</li> <li>3. Principles of qualitative and quantitative analyses.</li> <li>4. Principles of quality control.</li> </ol> <p><b>Ability to:</b></p> <ol style="list-style-type: none"> <li>1. Write legibly.</li> </ol>

	<ol style="list-style-type: none"> <li>2. Read English at college level.</li> <li>3. Accurately record data.</li> <li>4. Communicate in verbal and written form.</li> <li>5. Follow directions to successfully complete a variety of tasks and comply with health and safety standards.</li> <li>6. Perform repetitive routine work.</li> <li>7. Read color coded data from biochemical test systems and instrument read outs.</li> <li>8. Write English at college level.</li> <li>9. Work with minimal supervision.</li> <li>10. Perform titration for analyses.</li> <li>11. Work efficiently, effectively, and cooperatively in a group.</li> </ol> <p><b>Skill to:</b></p> <ol style="list-style-type: none"> <li>1. Prepare laboratory reagents and solutions.</li> <li>2. Maintain a neat and orderly workspace to maintain health and safety standards.</li> <li>3. Enter data (word, access, excel).</li> <li>4. Perform high quality hand-eye coordination to accomplish the tasks of the job.</li> <li>5. Read subtle color differences to accurately records test results.</li> <li>6. Use instruments and equipment (PH meter, analytical balance, incubator, autoclave, conductivity meter, turbidimeter, centrifuge, laboratory ovens, microscope, fume hoods, BSC biological safety cabinet and water polishing units).</li> <li>7. Prepare stain slides for analyses.</li> </ol>
<b>ELIGIBLE LIST INFORMATION</b>	<p>Possession of the entrance requirements does not assure a place on the eligible list. In order to obtain a place on the eligible list, a minimum rating of 70% must be attained. A departmental promotional list will be established for use by the department(s) listed on this announcement. The list will expire 24 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.</p> <p>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.</p>
<b>VETERANS PREFERENCE</b>	Veterans preference credits are not granted in promotional examinations.
<b>TELECOMMUNICATIONS DEVICE FOR THE DEAF</b>	<p>The California Relay (Telephone) Service for the deaf or hearing impaired:</p> <p>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</p> <p>TDD is a Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD device.</p>