



**ANNOUNCEMENT FOR OPEN TESTING
PUBLIC HEALTH LABORATORY TECHNICIAN I-
(MICROBIOLOGY)**



Final Filing Date: **June 14, 2011**
Bulletin Release Date: May 26, 2011

ST86 -7887 0H133D

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 at <http://www.spb.ca.gov/jobs/stateapp.htm>. Applications may be filed in person or by mail with:

**DEPARTMENT OF PUBLIC HEALTH (916) 319-9759
HUMAN RESOURCES BRANCH
1501 CAPITOL AVE., SUITE 71.1501
In Person:
By Mail: P.O. BOX 997378 MS 1700-1702
SACRAMENTO, CA 95899-7378**

DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD

FINAL FILING DATE: Applications (Form STD. 678) must be submitted by **June 14, 2011**, the final filing date. Applications postmarked, personally delivered, or received via interoffice mail after the filing deadline will not be accepted.

SPECIAL TESTING INFORMATION: 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.

ORAL INTERVIEW DATE: It is anticipated that oral interviews will be scheduled during July/August 2011, and in such locations throughout the state as the number of candidates and conditions warrant.

SALARY RANGES: \$3050 - \$3706 per month.

IDENTIFICATION REQUIREMENT: Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.

POSITION DESCRIPTION: 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.

Positions exist with the California Department of Public Health in Richmond, CA.

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 by **June 14, 2011**, the final filing date. 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 (if applicable).

Applications/resumes received without this information will be rejected.

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

Education: Equivalent to two years of college including completion of college-level introductory laboratory courses in general chemistry, general biology, and microbiology.

Or II

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.

Or III

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.

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 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.

The 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.

INTERVIEW SCOPE: 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:

Knowledge of:

1. Techniques, materials, and equipment used in microbiological analyses.
2. College level science.
3. Principles of qualitative and quantitative analyses.
4. Principles of quality control.

Ability to:

1. Write legibly.
2. Read and write English at college level.
3. Accurately record data.
4. Communicate in verbal and written form.
5. Follow directions to successfully complete a variety of tasks and comply with health and safety standards.
6. Perform repetitive routine work.
7. Read color coded data from biochemical test systems and instrument read outs.
8. Work with minimal supervision.
9. Perform titration for analyses.
10. Work efficiently, effectively, and cooperatively in a group.

Skill to:

1. Prepare laboratory reagents and solutions.
2. Maintain a neat and orderly workspace to maintain health and safety standards.
3. Enter data (word, access, excel).
4. Perform high quality hand-eye coordination to accomplish the tasks of the job.
5. Read subtle color differences to accurately records test results.
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).
7. Prepare stain slides for analyses.

ELIGIBLE LIST INFORMATION: Possession of the entrance requirements 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. A departmental open 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.

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