



CALIFORNIA DEPARTMENT OF PUBLIC HEALTH
Principal Engineer, Drinking Water Program

Final File Date: **May 28, 2010**
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DEPARTMENTAL OPEN

HY30 -3819 0H113



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.

EXAMINATION TYPE	This is a departmental open examination. Applications for this examination will not be accepted on a promotional basis. Career credits will not be granted.
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: <p style="text-align: center;">DEPARTMENT OF PUBLIC HEALTH (916) 650-6797 SELECTION AND CERTIFICATION SECTION</p> <p>In Person: 1501 CAPITOL AVENUE, SUITE 1501 By Mail: MS 1700-1702 P.O. BOX 997378 SACRAMENTO, CA 95899-7378</p> <p><i>DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD</i></p>
FINAL FILING DATE	Applications (Form STD. 678) and responses to the supplemental items must be submitted by May 28, 2010 , the final filing date. Applications and/or supplemental responses 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.
SALARY RANGE(S)	\$9,842-\$10,853 per month
EMPLOYEE BENEFITS	In addition to the salary above the California Department of Public Health offers benefits in the following areas: <ul style="list-style-type: none"> ● 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) <p>A complete list of all benefits may be viewed at http://www.dpa.ca.gov/benefits/index.htm</p>
POSITION DESCRIPTION	Under general direction of the Chief, Division of Drinking Water and Environmental Management, the incumbent plans, organizes, directs and coordinates the work of Drinking Water Technical Programs or Field Operations Branch. Positions in this class have significant responsibility for formulating or administering agency policies and programs; and have authority, in the interest of management, to: hire, transfer, suspend, lay off, recall, promote, discharge, assign, reward, or discipline other employees or responsibly to direct them, or adjust their grievances, or effectively recommend such actions. Positions exist with the Department of Public Health in Sacramento, Fresno, and 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 by May 28, 2010 , 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>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).</p> <p>Applications/resumes received without this information will be rejected.</p>
<p>MINIMUM QUALIFICATIONS</p>	<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>Possession of a valid certificate of registration as a civil engineer issued by the California Board of Registration for Professional Engineers. (Applicants who are not registered civil engineers will be admitted to the examination but they must secure the certificate of registration before they will be considered eligible for appointment.) and</p> <p style="text-align: center;">Either I</p> <p>Two years of experience performing the duties of a Supervising Sanitary Engineer; or four years of experience performing the duties of a Senior Sanitary Engineer, in the California state service.</p> <p style="text-align: center;">Or II</p> <p>Experience: Four years of increasingly responsible supervisory or administrative experience in sanitary or environmental health engineering in an environmental health agency, two years of which must have been equivalent to that of a Supervising Sanitary Engineer in the California state service. and</p> <p>Education: Equivalent to graduation from college with major work in sanitary, environmental health, chemical or civil engineering. (Additional qualifying experience may be substituted for the required education on a year-for-year basis.) and</p> <p>Satisfactory completion of a one-year postgraduate course in sanitary or environmental health engineering in a recognized college. (Two years of additional qualifying experience may be substituted for the one year of required graduate work.)</p>
<p>GENERAL QUALIFICATIONS</p>	<p>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.</p>
<p>EXAMINATION INFORMATION</p>	<p>The examination will consist of a Supplemental Application that is weighted 100%. Applicants are required to respond to the following four supplemental items. These supplemental items are designed to identify job achievement in specific areas that demonstrates ability to successfully perform at the Principal Engineer level. Responses to the supplemental items will be assessed based on predetermined job-related rating criteria. In appraising the relative qualifications of candidates, consideration will be give to the extent and type of pertinent experience and education over and above that required under the minimum qualifications.</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 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.</p>
<p>SUPPLEMENTAL APPLICATION INSTRUCTIONS</p>	<p>Each applicant for this examination must complete and submit his/her responses to all four supplemental items that follow. Supplemental responses and your application must be postmarked, personally delivered, or received via interoffice mail by May 28, 2010, the final filing date. Applications received without responses to the supplemental items <u>will be rejected</u>.</p> <p>INSTRUCTIONS: When responding to the supplemental items, please follow these guidelines:</p> <ul style="list-style-type: none">  Your responses must be typewritten or generated by word processing on 8½” X 11” paper.  Your responses must be limited to one page per item.  Identify each page with your full name.

	<ul style="list-style-type: none"> ● Make sure your responses are complete, specific, clear, and concise. ● Answer each numbered item separately indicating the corresponding item number for each response. (You may include multiple responses on a single page.) ● Include place of employment, pertinent dates, duties performed, etc., when responding to items. ● In the event that one particular job contained responsibilities applicable to several items, separate the different functions of the job in order to respond to all items completely. <p>NOTE: Resumes, letters, and other materials will not be evaluated or considered as responses to the supplemental items.</p>
SUPPLEMENTAL ITEMS	<ol style="list-style-type: none"> 1. Describe your educational background and experience as it relates to the position of Branch Chief, Drinking Water Program. The following items should be addressed in your response. <ul style="list-style-type: none"> • Your role and responsibilities on major engineering projects • Your role and responsibilities in training and acting as a consultant to subordinate engineering staff • Your role in development of policy and procedures (include examples) • Your role working with other agencies (including local, state, and federal) on water related issues • Your role in administering major funding programs 2. California's fiscal deficit requires California Department of Public Health to continually identify areas where expenses can be reduced without compromising public health protection. Describe your experience in the areas of budget oversight as it specifically relates to reducing expenses. 3. The California Department of Public Health must implement the Drinking Water Program in accordance with statutes and regulations. Describe your work experience in overcoming difficulties in the implementation of statutes and/or regulations and the steps you took to attempt to resolve the problems. 4. Effective program management is essential for an organization to achieve its objectives. Describe your knowledge and work experience; including examples, that demonstrate effective program leadership.
ELIGIBLE LIST INFORMATION	<p>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 12 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>
VETERANS PREFERENCE	<p>Veteran's preference credits will not be granted in this examination since it does not qualify as an entrance examination.</p>
TELECOMMUNICATIONS DEVICE FOR THE DEAF	<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>