



**ANNOUNCEMENT FOR OPEN TESTING**  
**Public Health Microbiologist Specialist**



Final Filing Date: **APRIL 3, 2009**  
 Bulletin Release Date: **MARCH 6, 2009**

SW36 -7940      9H11401

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:

	<b>CALIFORNIA DEPARTMENT OF PUBLIC HEALTH</b>	<b>(916) 552-9212</b>
	<b>SELECTION UNIT</b>	
<b>In Person:</b>	<b>1501 Capitol Avenue, Suite 1501</b>	
<b>By Mail:</b>	<b>MS 1700-1702</b>	
	<b>P.O. BOX 997378</b>	
	<b>Sacramento, CA 95899-7378</b>	

**DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD**

**CROSS FILING INFORMATION:** If you meet the entrance requirements for this classification and for Public Health Microbiologist Supervisor scheduled at the same time, you may file for both examinations on a single application. You must indicate the class title(s) corresponding to each examination for which you are applying on the application Form STD. 678.

**FINAL FILING DATE:** Applications (Form STD. 678) must be submitted by **APRIL 3, 2009**, 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 May, and in such locations throughout the state as the number of candidates and conditions warrant.

**SALARY RANGES:** \$5133 - \$6714 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:** This is the technical expert of the series. Under general direction, organizes and performs the more advanced, complex, or innovative analyses requiring independence of action and judgment. With the use of sophisticated laboratory instrumentation and/or advanced techniques, solves unusual scientific problems referred to a reference laboratory, develops innovative methods; originates and evaluates experimental methods; makes interpretive analyses of data obtained; serves as the expert in his/her specialty area of microbiology (parasitology, mycology, anaerobic bacteriology, immunoserology, food microbiology, environmental microbiology); provides highly technical consultations and expert testimony in the area of expertise; and does other related duties.

Positions exist with the California 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 by **APRIL 3, 2009**, 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.

Possession of a valid Public Health Microbiologist's certificate issued by the California State Department of Health Services. (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.) **AND**

**Either I**

Two years performing the duties of a Public Health Microbiologist II in the State Department of Health Services.

**Or II**

Four years of increasingly responsible experience performing a specialty area of microbiology (i.e., Bacteriology, Virology, Mycology, Parasitology, or Immunology) analyses in a public health or comparable laboratory. [A Master's or higher Degree in Medical Microbiology or Public Health with emphasis in microbiology or allied disciplines (e.g., epidemiology, administration, biostatistics) may be substituted for one year of experience.]

**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 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 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.

**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. Bacteriological, mycological, parasitological, serological, virological and molecular identification and characterization methods and how to perform them in order to conduct laboratory analysis for the detection of disease agents.
2. Microbiological pathogens and common non-pathogens with clinical, environmental, or public health significance for the detection and identification of disease and environmentally important agents.
3. Methods of disease transmission and epidemiological principles to select proper specimens for testing and to differentiate between disease agents and harmless organisms.
4. Basic mathematical and statistical methods for data analysis of testing results and quality parameters.
5. Scientific terminology and notation and the metric system to apply quantitative methods and communicate with other scientists and physicians in a common language.
6. Quality control and quality assurance principles and regulations, as well as their application to laboratory operations and record keeping in accordance with federal regulations.
7. The use, maintenance and principle of operations of laboratory equipment used for analytical testing and environmental control to assure proper operation and valid laboratory results.
8. Laboratory safety regulations, principles and procedures for the identification and control of chemical and biological hazards routinely encountered in the public health laboratory.
9. Common computer programs, (e.g. Microsoft Office), for data management, publications, or presentations.
10. Laboratory resource materials, including current literature, scientific research methods and principles of project management to maintain and improve laboratory operations and for preparation of materials for publication.
11. Disease progression in the human host for the selection and timing of proper specimen collection and testing.
12. Standard operating methods and procedures for detection and identification of microbiological disease agents.

13. Patient confidentiality principles and information security practices as required by laboratory policy and federal regulation.
14. Basic chemistry, microscopy, immunological, and molecular principles in order to understand and perform standardized laboratory assays and develop new testing methods.

**Ability to:**

1. Work on multiple projects and assignments simultaneously under pressure from timelines, while maintaining appropriate priorities.
2. Adapt to changes and priorities of work assignments and policies which may impact courses of action for completion of projects and assignments.
3. Communicate verbally in a clear and effective manner with departmental staff and state and local agencies when providing consultation and technical guidance.
4. Interact and collaborate with staff of various job descriptions and backgrounds in order to foster team building and cooperation.
5. Negotiate to a resolution that is satisfactory to all parties.
6. Perform varied microbiological laboratory tests efficiently and safely.
7. Maintain, organize, and keep laboratory records.
8. Clearly communicate complex concepts to other scientists for consultation or training.
9. Problem solve and troubleshoot when problems occur in the laboratory.
10. Evaluate effectiveness of training, analyze problems in the laboratory and take appropriate action according to established management policies.
11. Follow written or verbal direction to complete laboratory tasks and assignments, ensure safety, and accomplish laboratory goals and policies.
12. Maintain confidentiality of sensitive issues, including patient and employee information.
13. Critically review scientific literature and assess its potential applications.
14. Represent the department in a professional manner in interaction with the public, scientific community, and legal proceedings.
15. Present findings effectively for various audiences.
16. Work at a lead capacity or as part of a team, remaining attentive to ideas, recognizing responsibilities, and actively participating with others to accomplish assignments.
17. Work independently to complete laboratory work, adjust priorities and meet deadlines.
18. Operate and adapt to complex office and laboratory equipment, such as computers, office business machines, microscopes, centrifuges, and balances.
19. Organize, design, and provide effective training curriculum for various participants.

**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 not be granted in this examination since it does not qualify as an entrance examination.

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