



**CALIFORNIA DEPARTMENT OF PUBLIC HEALTH
SUPERVISING FOOD AND DRUG INVESTIGATOR**

Final File Date: **SEPTEMBER 23, 2009**
Bulletin Release Date: September 2, 2009

PROMOTIONAL ONLY

VW70 -9036 9H148



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 promotional examination for the California Department of Public Health.
WHO SHOULD APPLY	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.
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 align="center">CALIFORNIA DEPARTMENT OF PUBLIC HEALTH (916) 324-0286 SELECTION AND CERTIFICATION SECTION</p> <p align="center">In Person: 1501 CAPITOL AVENUE, SUITE 1501 By Mail: MS 1700-1702 P.O. BOX 997378 SACRAMENTO, CA 95899-7378</p> <p align="center"><i>DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD</i></p>
FINAL FILING DATE	Applications (Form STD. 678) must be submitted by SEPTEMBER 23, 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.
SALARY RANGE(S)	\$5369 - \$6802 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 description of all benefits may be viewed at http://www.dpa.ca.gov/benefits/index.htm</p>
POSITION DESCRIPTION	This is the full supervisory level of the series. Incumbents plan, organize, and direct the activities of personnel assigned to a geographical area in a region. They supervise the conduct of the investigation and inspection work carried out in development of policies and procedures affecting their area of assignment. Incumbents select, train, and evaluate all staff in their district in all program functions. Positions exist with the California Department of Public Health in Statewide.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION	<p>It is your responsibility to make sure you meet the education and/or experience requirements stated on this announcement by September 23, 2009 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>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>
CITIZENSHIP REQUIREMENT	<p>Existing law provides peace officers must be either a U.S. citizen or be a permanent resident alien pursuant to Government Code Section 1031(a).</p>
BACKGROUND INVESTIGATION	<p>Pursuant to Government Code Section 1031, persons successful in peace officer examinations shall be required to undergo a thorough background investigation prior to appointment. Persons who have previously undergone a California Department of Public Health background investigation may be required to undergo an additional background investigation.</p>
MINIMUM QUALIFICATIONS	<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 style="text-align: center;">Either I</p> <p>Two years of experience performing the duties of a Senior Food and Drug Investigator in the California state service.</p> <p style="text-align: center;">Or II</p> <p>Four years of experience performing the duties of a Food and Drug Investigator, Range B, in the California state service.</p> <p style="text-align: center;">Or III</p> <p>Six years of professional food and drug experience including at least three years of administrative or supervisory responsibilities performing the duties of a registered sanitarian, food and drug inspector, or food or drug technologist in public agencies or private industry responsible for the application of Good Manufacturing Practice. And</p> <p>Education: Equivalent to graduation from college with at least 30 semester hours of college courses in one or a combination of bacteriology, biology, chemistry, food technology, pharmacology, environmental health, biomedical engineering, or other biological or chemical science. (Up to 15 semester hours in criminal justice may be credited toward 15 of the 30 total required hours.)</p>
GENERAL QUALIFICATIONS	<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>
EXAMINATION INFORMATION	<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 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>
ELIGIBLE LIST INFORMATION	<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>
VETERANS PREFERENCE	<p>Veterans preference credits are not granted in promotional examinations.</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>

	TDD is a Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD device.
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