STATE OF CALIFORNIA

Department of Parks and Recreation

EXAMINATION ANNOUNCEMENT

AQUATIC PEST CONTROL SPECIALIST, DEPARTMENT OF BOATING AND WATERWAYS OPEN - SPOT

THE STATE OF CALIFORNIA IS AN EQUAL OPPORTUNITY EMPLOYER TO ALL, REGARDLESS OF AGE, ANCESTRY, COLOR, DISABILITY (MENTAL AND PHYSICAL), EXERCISING THE RIGHT TO FAMILY CARE AND MEDICAL LEAVE, GENDER, GENDER EXPRESSION, GENDER IDENTITY, GENETIC INFORMATION, MARITAL STATUS, MEDICAL CONDITION, MILITARY OR VETERAN STATUS, NATIONAL ORIGIN, POLITICAL AFFILIATION, RACE, RELIGIOUS CREED, SEX (INCLUDES PREGNANCY, CHILDBIRTH, BREASTFEEDING AND RELATED MEDICAL CONDITIONS), AND 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.

POSITIONS EXIST

This is a **SPOT** examination for San Joaquin County only

SALARY RANGE

$3,000 - $3,757 (Range A)
$3,739 - $4,680 (Range B)

WHO SHOULD APPLY

Applicants who meet the requirements as stated in the minimum qualifications section of this announcement. Applications will not be accepted on a promotional basis.

FILING INSTRUCTIONS

Final Filing Date: February 29, 2016

Applications (STD. 678) are available at California Department of Human Resources website www.jobs.ca.gov or Department of Parks and Recreation's website at www.parks.ca.gov**.** Applications postmarked or personally hand delivered after the final filing date **will not** be accepted for any reason.

INCLUDE EXAM CODE (*5PR20*) ON YOUR APPLICATION IN THE SECTION TITLED "EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING".
Only applications for the *Aquatic Pest Control Specialist* will be accepted. If you are applying for multiple examinations you must file a separate application for each one. Failure to do so will result in the rejection of your application from this examination.

Note: Do not send your application via office or interoffice mail. Application received by this manner **will not** be accepted and cannot be returned pursuant to California Code of Regulations §174.

EXAMINATION INFORMATION

TRAINING AND EXPERIENCE (T&E) EXAMINATION

The examination is based solely on your Training and Experience. The Training and Experience (T&E) Examination is weighted 100%. To obtain a position on the eligible list, a minimum score of 70% must be received.

Filing deadline to complete the T&E Examination is **February 29, 2016.** The link to this examination will not be available after that date.

To complete the actual required T&E Examination, click below or type the following link into your address bar:
https://www.surveymonkey.com/r/aquatic-pest-control

NOTE: THE T&E EXAMINATION MUST BE COMPLETED AND SUBMITTED WITH YOUR STATE APPLICATION (Std. 678) BY **January 28, 2016**, THE FINAL FILING DATE, OR YOU WILL BE ELIMINATED FROM THE EXAMINATION.

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Exam Title:	**Aquatic Pest Control Specialist**	**Release date:**	**January 8, 2016**
Exam Code:	**5PR20**	**Final Filing Date:**	**February 29, 2016**
Schem Code:	**BB10**	**Class Code:**	**0515**

WHERE TO APPLY

Applications may be delivered in person or by mail. Please submit to:

By mail:
Department of Parks and Recreation
Attention: Selections Unit/Gay HarveyKaestner
P.O. Box 942896
Sacramento, CA 94296-0001

In person:
Department of Parks and Recreation
Attention: Selections Unit/Gay HarveyKaestner
1416 9th Street, Room 1018 (10th floor)
Sacramento, CA 95814

FINAL FILING DATE

Required: A hard copy of your completed T&E Examination and a State Application (STD Form 678) must be mailed and postmarked or hand delivered no later than **February 29, 2016,** the **final filing date. Packets postmarked or personally delivered after the final filing date will not be accepted for any reason.**

SPECIAL TESTING ARRANGEMENTS

If you have a disability and need special testing arrangements, mark "yes" on Question #2 on the Examination and/or Employment application. The Selections Unit will contact you to make special testing arrangements. If you have not been contacted prior to receiving a notice to appear for the examination, please contact the Exam Analyst at (916) 651-1404.

ELIGIBLE LIST INFORMATION

A departmental statewide eligible list will be established for the Department of Parks and Recreation. This list will be abolished 12 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION

All applicants must meet the education and/or experience requirements for this examination by **February 29, 2016,** the **final filing date**.

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

All applications/resumes must include "from" and "to" employment dates (month/day/year), time base, and applicable civil service class titles. Applications/resumes received without this information will be rejected.

If education is required to meet the minimum qualifications, include on the application (question #13) the name and location of the institution, course of study, units completed (semester/quarter), diploma, degree, or certificate obtained, and date completed. **Note: Applicants who are hired from the employment list must provide their official transcripts from the applicable institution(s) if education is used to meet the minimum qualifications.**

Acceptable course work and degrees must be completed at a regionally accredited institution. Course work completed in other states is acceptable as long as the institution holds regional accreditation through an accrediting body. Course work and degrees completed outside of the United States must be evaluated by an approving foreign transcript evaluation agency before they may be used for credentialing purposes.

MINIMUM QUALIFICATIONS

Qualifying experience may be combined on a proportionate basis if the requirements stated include more than one pattern and are distinguished as **"Either" I, "Or" II, "Or" III**, etc. For example, candidates possessing qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to the examination as meeting 100% of the overall experience requirement.

Either I

One year of experience in the California state service performing the duties of an Aquatic Pest Control Technician, Department of Boating and Waterways, Range C.

Or II

Three years of field experience performing pest control duties, preferably in an aquatic setting. **AND**

Possession of a Qualified Applicator Certificate, Category F or G.

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POSITION DESCRIPTION

As a journeyperson, under general supervision, this is a project team leader. Under direction of the Aquatic Pest Control Program Manager, Department of Boating and Waterways, and/or an assistant program manager, performs as a team leader; is responsible for all phases of pest control in a defined area of responsibility; performs operational fieldwork in a wide variety of aquatic pest control and regulatory activities; is responsible for all field aspects of an aquatic pest control team, including planning, training, coordinating, and functioning as the team leader of a crew usually consisting of the specialist and a technician within prescribed limits; while performing field pest control activities, draws conclusions and takes independent action or makes independent recommendations from technical data based on site observations and program guidelines.

The specialist is responsible for safe boat operation, water safety, and protecting the public and environment while conducting spray operations. The specialist is responsible for training the technician team member and directing and providing guidance to the technician in the performance of his/her duties and responsibilities. The specialist is responsible for the maintenance and upkeep of equipment including boats, spray gear, automotive, and other transport equipment. The specialist performs and directs the technician in all of these activities, including making minor repairs and adjustments to all equipment.

CONFIDENTIALITY AND SECURITY

Pursuant to Government Code Sections 19680(c) and 19681(b) it is unlawful to copy and/or furnish confidential examination material for the purpose of either improving or injuring the chances of any person or to obtain examination questions or other examination material before, during, or after an examination. Every person violating these provisions is guilty of a misdemeanor, and adverse action will be pursued. This may result in the person being barred from competition in future examinations, withheld from certification lists, or cancellation of eligibility for employment in state civil service.

EXAMINATION SCOPE

Knowledge of:

1. Current methods, terminology, materials, and equipment used in the survey, control, or eradication of aquatic pests.
2. Basic boat engine maintenance, pesticide regulations, safety techniques, and requirements.
3. Applicable sections of the Food and Agriculture Code.
4. Aquatic pests involved in current control and eradication projects within the State.

Ability to:

1. Communicate effectively.
2. Service and maintain pest control equipment.
3. Make or direct emergency repairs to equipment in the field.
4. Lead a field crew.
5. Keep time records.
6. Prepare field operation reports.
7. Carry out instructions.
8. Carry out varied tasks in biological fieldwork.
9. Work effectively with county, Federal, and industry personnel and maintain cooperative relations with those contacted in the course of business.
10. Exercise leadership.
11. Act independently.
12. Work with minimal supervision.
13. Have an aptitude for operating, maintaining, and repairing mechanical equipment, including motors.

SPECIAL PERSONAL CHARACTERISTICS

Willingness to travel to assigned areas and to work unusual hours during spraying season; willingness to work with chemicals, materials, and pesticides used in the program; tact; poise; dependability; and punctuality.

SPECIAL PHYSICAL CHARACTERISTICS:

Ability to work in temperature extremes; vision and color vision adequate to successfully perform the duties of the position; and ability to handle a variety of heavy equipment and materials in the course of work.

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DRIVER LICENSE REQUIREMENT

Applicants for positions in this classification series **must** possess a valid driver license of the appropriate class issued by the Department of Motor Vehicles; a good driving record, and are expected to drive vehicles safely. Applicants who do not possess the license will be admitted to the examination but must secure the license prior to appointment.

VETERANS' PREFERENCE

Will be awarded in this examination, pursuant to Government Code Section 18973.1, effective January 1, 2014, as follows:

1. Any veteran, widow or widower of a veteran, or spouse of a 100 percent disabled veteran, who achieves a passing score in an entrance examination, shall be ranked in the top rank of the resulting eligibility list. Any veteran who has been dishonorably discharged or released is not eligible for veteran's preference.
2. An entrance examination is defined, under the law, as any open competitive examination.
3. Veterans' Preference is not granted once a person achieves permanent civil service status.

CAREER CREDITS

Career credits are not granted in open examinations.

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GENERAL INFORMATION

It is the candidate's responsibility to contact the Department of Parks and Recreation, (916) 651-1404 three days prior to the written test date if he/she has not received his/her notice.

For an examination without a written feature, it is the candidate's responsibility to contact the Selection Unit of the Department of Parks and Recreation, (916) 651-1404, three weeks after the final filing date if he/she has not received a progress notice.

If a candidate's notice of oral or performance test fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

Examination Locations: Locations of interviews or performance evaluations may be limited or extended as conditions warrant.

Applications are available at Department of Parks and Recreation, California Department of Human Resources (CalHR) offices, local offices of the Employment Development Department, and online at jobs.ca.gov.

If you meet the requirements, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in the examination described on this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

The Department of Parks and Recreation reserves the right to revise the examination plan to better the needs of the service if the circumstances under which this examination was planned changes. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

Eligible Lists: 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, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on this bulletin.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and 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. In open examinations, investigation may be made of employment records and personal history, and fingerprinting may be required.

Veterans' Preference: Veteran status is verified by the California Department of Human Resources (CalHR). Directions to apply for Veterans' Preference are on the Veterans' Preference Application (CalHR 1093), which is available at https://jobs.ca.gov/job/veteransinformation, and the Department of Veterans Affairs.

High School Equivalence: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Education Development (GED) Test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

DEPARTMENT OF PARKS AND RECREATION
Personnel Office/Selection Unit 1416 9th Street, Room 1018, Sacramento, CA 95814 (916) 651-1404
TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device
1 (800) 735-2929 (TT/TDD) 1 (800) 735-2922 (Voice)