STATE OF CALIFORNIA

Department of Parks and Recreation

EXAMINATION ANNOUNCEMENT

RAILROAD RESTORATION SPECIALIST

OPEN

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

In Humboldt, Sacramento and Tuolumne counties.

SALARY RANGE

$4042 - $4658

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: May 25, 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 (*6PR11*) ON YOUR APPLICATION IN THE SECTION TITLED "EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING".

Only applications for the *Railroad Restoration 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 interoffice mail. Applications received by this manner **will not** be accepted and cannot be returned pursuant to California Code of Regulations §174. Mobile Bar Codes, such as the Quick Response (QR) Codes available at the USPS, are not considered Postmark dates for the purpose of determining timely filing of an application.

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 **May 25, 2016.** The link to this examination will not be available after that date.

To complete the required T&E Examination, click below or type the following link into your address bar:

https://www.surveymonkey.com/r/Railroad-Restoration-Specialist

NOTE: THE T&E EXAMINATION MUST BE COMPLETED AND SUBMITTED WITH YOUR STATE APPLICATION (Std. 678) BY **MAY 25, 2016**, THE FINAL FILING DATE. T&E EXAMINATION POSTMARKED OR PERSONALLY DELIVERED AFTER THE FINAL FILING DATE WILL NOT BE ACCEPTED FOR ANY REASON.

(Continued on reverse side)

Exam Title:	**Railroad Restoration Specialist**	**Release date:**	**May 9, 2016**
Exam Code:	**6PR11**	**Final Filing Date:**	**May 25, 2016**
Schem Code:	**PZ35**	**Class Code:**	**6650**

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/Jeanne Krause
P.O. Box 942896
Sacramento, CA 94296-0001

In person:
Department of Parks and Recreation
Attention: Selections Unit/Jeanne Krause
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 **May 25, 2016,** the **final filing date.**

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) 653-3536.

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 **May 25, 2016,** the **final filing date**.

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 California State Services performing the duties of a Specialist I, Railroad Restoration and Maintenance Project (Metal or Wood Fabrication).

Or II

Two years of work experience performing restoration work requiring metal and wood fabrication skills, 18 months of which must have been in connection with the restoration of railroad equipment.

Or III

Three years of work experience as a journey craftsperson performing restoration work requiring metal and wood fabrication skills.

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POSITION DESCRIPTION

Incumbent performs a variety of skilled metal and sheet-metal work, machining, welding, carpentry, and other tasks in connection with restoration, maintenance, and repair of vintage railroad equipment and artifacts; checks on wear and damage to metal engine and car component parts; does historic research to determine methods used in original manufacture of parts in order to simulate original appearance; repairs worn or damaged metal engine and structural components of vintage steam and diesel locomotives; fabricates replacement parts and accessories for items worn, damaged, or stolen using a variety of metal-craft skills; repairs and/or replaces worn or damaged wood framework and flooring of vintage passenger cars; repairs metal and/or wood framework and siding on vintage freight cars; fires engines, moves and operates steam and diesel locomotives for demonstration, logistics, and repair purposes; assists in maintaining project safety; keeps tools, materials, and equipment in good condition.

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. Methods, terminology, tools and equipment used in railroad and other restoration work.
2. Metal and sheet-metal work, metal machining, and welding.
3. Carpentry, millwork and painting.

Ability to:

1. Safely operate power tools and equipment.
2. Read, interpret and work from plans, drawings and specifications.
3. Prepare rough sketches of work.
4. Keep accurate records.
5. Prepare comprehensive reports.
6. Speak and write in English at a level for successful job performance.

SPECIAL PERSONAL CHARACTERISTICS

Demonstrated interest and aptitude for railroad restoration work;
Willingness to work weekends and irregular hours.

ADDITIONAL DESIRABLE QUALIFICATIONS

Demonstrated interest and knowledge of early railroad history in California;
Demonstrated ability to safely operate and assist in the moving of a variety of railroad equipment

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.

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CAREER CREDITS

Career credits are not granted in open examinations.

GENERAL INFORMATION

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) 653-3536, three weeks after the final filing date if he/she has not received a progress notice.

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.

DEPARTMENT OF PARKS AND RECREATION
Personnel Office/Selection Unit 1416 9th Street, Room 1018, Sacramento, CA 95814 (916) 653-3536
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)