SENIOR HAZARDOUS MATERIALS SPECIALIST (TECHNICAL)

Department of Corrections and Rehabilitation

Departmental Open Exam
Examination Code: 0CE09
Final Filing Date: August 21, 2020

EQUAL OPPORTUNITY EMPLOYER

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right of 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.

TESTING DEPARTMENTS

California Department of Corrections and Rehabilitation (CDCR)

CLASSIFICATION DETAILS

Salary Range: $6,496.00 - $8,901.00 per month

View the classification specification for the Senior Hazardous Materials Specialist (Technical) classification.

WHO SHOULD APPLY

Applicants who meet the minimum qualifications as stated below.

If you have already applied for this examination when the bulletin was released March 6, 2020, you do not need to apply again. Your application will be included in this administration.

HOW TO APPLY

All applicants must complete and submit an Examination Application (STD. 678)

By mail to:
Department of Corrections and Rehabilitation
Office of Workforce Planning
P.O. Box 942883
Sacramento, CA 94283-0001

Or in person at:
Department of Corrections and Rehabilitation
1515 S Street
Sacramento, CA 95811-7243
Attn: Office of Workforce Planning, 211S

If you are personally delivering your application, you must do so between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, excluding holidays, on or before the final filing date, to the street address listed above.

Completed applications and all required documents must be received or postmarked by the Final Filing Date in order to be considered. Dates printed on Mobile Bar Codes, such as the Quick Response (QR) Codes available at the United States Postal Service (USPS), are not considered Postmark dates for the purpose of determining timely filing of an application.

NOTE: Only applications with an original signature will be accepted.

SPECIAL TESTING ARRANGEMENTS

If you require special testing arrangements due to a verified disability or medical condition, mark the appropriate box on your Examination Application (STD. 678) and you will be contacted to make specific arrangements. You may also contact the Office of Workforce Planning at (916) 322-2545.
SENIOR HAZARDOUS MATERIALS SPECIALIST (TECHNICAL)
BULLETIN RELEASE DATE: 7/24/20

APPLICATION DEADLINES/REQUIREMENTS

August 21, 2020, is the final filing date. Applications postmarked, personally delivered, or received via interoffice mail after this date will not be accepted for any reason.

All applicants must meet the minimum qualifications for this examination by the final filing date.

TEST DATE

It is anticipated that Qualifications Appraisal Interviews will be held during October/November 2020.

MINIMUM QUALIFICATIONS

Pattern 1 requires two years of experience in the California state service performing hazardous materials management duties at a level of responsibility not less than an Associate Hazardous Materials Specialist.

Pattern 2 requires education equivalent to graduation from an accredited college or university or equivalent degree approved by the Bureau for Private Postsecondary and Vocational Education under the provisions of California Education Code Chapter 3, Part 59, Division 10, with major work in biological, chemical, physical, environmental, or soil science; environmental health; environmental or sanitary engineering; toxicology; industrial hygiene or a related field. (Additional qualifying experience in hazardous materials management, regulation, analysis, or research; environmental research, monitoring, surveillance, or enforcement; or resource recovery may be substituted for the required education on the basis of one year of qualifying experience for each year of college work for up to a maximum of two years. When substituting experience for education, qualifying education must include a minimum of 30 semester units in natural science from an accredited college or equivalent units from an institution approved by the Bureau for Private Postsecondary and 3, Part 59, Division 10.) and

Five years of increasingly responsible professional experience in hazardous materials management, regulation, analysis, or research; environmental research, monitoring, surveillance, or enforcement; or resource recovery. This work must have been at a level equivalent to that of an Associate Hazardous Materials Specialist. Two years of this experience must have included responsibility as a technical expert, developing complex studies related to hazardous materials or environmental health analysis, research, management, enforcement, or a closely related field.

(Possession of a master's degree in the areas specified above may be substituted for one year of the general experience. Possession of a doctorate in the areas specified above may be substituted for two years of the general experience. Candidates who are in their final semester or quarter of either degree program may be admitted to the examination if otherwise qualified, but they must receive the degree before they can be appointed.)

NOTE: Equivalent to graduation from college refers to a Bachelor's degree. Applicants must have the number of semester or quarter credits, as well as the required coursework necessary to be awarded a four year Bachelor's degree.

IMPORTANT: When using education and/or specific course work to meet the minimum qualifications, you must submit a copy of unofficial transcripts along with your application.

Qualifying experience may be combined on a proportionate basis if the requirements stated above include more than one pattern and are distinguished as "Either" 1, "or" 2, "or" 3, etc. For example, candidates who possess qualifying experience amounting to 50% of the required time of Pattern 1, and additional experience amounting to 50% of the required time of Pattern 2, may be admitted to an examination as meeting 100% of the overall experience requirement.

OUT-OF-CLASS EXPERIENCE: A "completion of an out-of-class assignment" memorandum, dated within one year of assignment completion, is required to use as out-of-class experience to meet the minimum qualifications for examination purposes. Employees may obtain this documentation from his/her Institutional Personnel Officer/Personnel Liaison. Out-of-class experience without required documentation will not be considered for examination purposes.

POSITION DESCRIPTION AND LOCATION(S)

This is the staff specialist level responsible for independently conducting extremely complex and difficult scientific evaluations, investigations, or studies usually dealing with emerging hazardous material control technologies or related undefined issues or problems involving intense conflict between consumer and special interest group concerns; local, State, and Federal Government concerns; and business interests and costs. In a regional setting, incumbents will be responsible for the most complex and sensitive scientific issues for the entire region. In a headquarters setting, incumbents will be assigned statewide responsibility for development of scientific protocol, research studies, and related programs. In both settings, incumbents may act as lead persons on assigned projects, studies, or task forces. At this level, incumbents are responsible for a wide variety of highly technical assignments such as conducting endangerment assessments of imminent and substantial threats to the public health or the environment; developing scientific models for environmental fate assessments and other highly complex scientific evaluation processes/protocols; investigation and development of scientific methodologies for resource recovery, waste reduction, and other alternative technologies and practices. Positions may also be assigned responsibility for program, policy, regulation, and legislation development in major program areas requiring scientific expertise above the full journey level.

Position(s) exist statewide within CDCR.
This examination will consist of a Qualifications Appraisal Interview only. The interview may be conducted via a computer-based video/voice chat telecommunications application, such as Skype. The interview will include a number of predetermined job-related questions. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained in the interview. CANDIDATES WHO DO NOT APPEAR FOR THE INTERVIEW WILL BE DISQUALIFIED.

Qualifications Appraisal -- Weighted 100.00%

Scope: Emphasis in the examination will be on measuring competitively, relative to job demands, each candidate's:

Knowledge of:
1. Basic principles of scientific research.
2. Chemical, biological, physical, and environmental science.
3. Chemical and physical characteristics of hazardous materials and their general effect on human health and the environment.
4. Chemical reactions.
5. Effect of hazardous materials and their interactions on the environment and statistical methods of analysis.
6. Principles and procedures of hazardous materials management and resource recovery, including basic toxicology, hydrology, and geology.
7. Water, soil and air quality management and environmental planning.
8. Investigatory methods.
9. Hazardous materials management activities and programs in both the public and private sectors.
10. Research and literature on the health effects of hazardous substances used in California industry.
11. California’s hazardous waste stream characteristics and mitigation measures.
12. Federal, State, and local statues, regulations, legislative, and regulatory processes, programs and responsibilities related to hazardous materials.
14. Hazardous facility permitting process including State and Federal requirements for environmental review.
15. Concepts employed in a variety of disciplines including economics, public health, and resource management as specifically related to hazardous materials management programs.
17. Major hazardous substances used in California industry including trends in use patterns.
18. Health problems specific to particular industries.
19. California’s hazardous waste stream characteristics including current and future hazardous materials management options.
20. Emerging health problems associated with the use of hazardous materials in the other states and overseas.
21. Success and failure of different methods employed in siting hazardous waste facilities and controlling potential contaminations.
22. Programs and mechanisms for managing hazardous materials including new and innovative programs.
23. Toxic properties of commercial chemicals.
24. Strategies for control and allocation of liabilities, sophisticated scientific research techniques, including the planning of studies and investigations, determination of variables and development of reference materials, and research reporting techniques.

Ability to:
1. Prepare project plans.
2. Design complex scientific methods, studies, procedures, guidelines, and research projects.
3. Develop techniques for handling a large variety of detailed data and analyze these data.
4. Communicate the results and implications of studies to non-specialists.
5. Do unusual and difficult research and analytical work.
6. Exercise initiative in anticipating complex and controversial new issues in hazardous material management and control and recommend development of programs to address such issues.
7. Work quickly in an unsupervised environment to provide research and/or high level scientific evaluations on short-term and highly controversial and complex projects concerning public health and environmental protection.
8. Coordinate and chair interagency task forces and meetings related to hazardous materials.
9. Develop new hazardous material control methodologies and procedures to the point where they can be implemented by other sections.

The Job Analysis identifies job duties and job requirements for the classification and may be referenced in preparing for the examination. The Job Analysis for the Senior Hazardous Materials Specialist (Technical) is available on the CDCR website at: [CDCR Job Analysis](https://www.cdc.gov/cdcr/jobs/jobsمكان.html).

Note: To ensure a fair and equitable opportunity for all competitors, CDCR does not authorize the gathering of informal study groups or the distribution of informal sample test questions to prepare for examinations. Additionally, pursuant to California Government Code Sections 19680 and 19681, candidates are not to obtain or discuss test questions and/or answers from current or prior examinations to prepare for upcoming examinations.
ELIGIBLE LIST INFORMATION

The resulting eligible list will be established to fill vacancies for CDCR.

Successful candidates that gain list eligibility will only retain that eligibility until a new Senior Hazardous Materials Specialist (Technical) examination is given. Additionally, eligibility may be abolished after 12 months of establishment, with no further notice to the eligible. For future examinations, visit CalCareer Website.

VETERANS' PREFERENCE/ CAREER CREDITS

Veterans’ Preference will be granted in this examination. Veterans who have achieved permanent civil service status are not eligible to receive Veterans’ Preference. Career credits will not be granted in this examination.

DRUG-FREE STATEMENT

It is an objective of the State of California to achieve a drug-free State 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.

GENERAL INFORMATION

It is the candidate’s responsibility to contact CDCR’s Office of Workforce Planning at (916) 322-2545 three weeks after the final filing date if he/she has not received a progress notice.

Applications are available at CDCR, California Department of Human Resources (CalHR), local offices of the Employment Development Department, and through your CalCareer Account.

Veterans’ Preference: California law allows the granting of Veterans’ Preference in any Open examination. In accordance with Government Code Sections 18973.1 and 18973.5, Veterans’ Preference will be awarded as follows: 1) any veteran, widow or widower of a veteran, or spouse of a 100% disabled veteran, who achieves a passing score in an open 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 Veterans’ Preference; 2) Veterans’ Preference is not granted once a person achieves permanent civil service status.

Directions to apply for Veterans’ Preference are available at the CalHR’s website by clicking on the following link: CalCareer Veterans. Additional information can also be found at the California Department of Veterans Affairs at CalVet Veterans.

The Department of Corrections and Rehabilitation 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 laws and rules and all applicants will be notified.

Examination Locations: If this examination requires a written test and/or oral interview, they will be scheduled throughout the State at the correctional institutions, youth facilities, and/or parole regions. However, locations of the written test and/or oral interview may be limited or extended as conditions change.

If you meet the requirements stated on this examination bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination described in this bulletin will be rated against a predetermined job-related rating, and all applicants who pass will be ranked according to their score.

General Qualifications: Applicants must possess essential personal qualifications including integrity, initiative, dependability, good judgement, the 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 and fingerprinting may be required.

In open examinations, investigation may be made of employment records and personal history.

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) servicewide 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 the bulletin.

CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION OFFICE OF WORKFORCE PLANNING EXAMINATION SERVICES UNIT 1515 S STREET, ROOM 211S, SACRAMENTO, CA 95811 EMAIL: ExamHelpDesk@cdcr.ca.gov PHONE: (916) 322-2545 Telecommunications Relay Service: 711

REVISION DATE: 7/20/2020 - KG