



DEPARTMENT OF WATER RESOURCES EXAMINATION ANNOUNCEMENT



The Department of Water Resources offers Equal Opportunity for all regardless of race, color, creed, national origin, ancestry, sex, 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 State workplace. 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.

UTILITY CRAFTSWORKER APPRENTICE, WATER RESOURCES OPEN/SPOT EXAMINATION FOR BUTTE, ALAMEDA/CONTRA COSTA/MERCED/SAN JOAQUIN, KERN, AND LOS ANGELES COUNTIES

ONE DAY FILE-IN-PERSON	<p>April 11, 2013</p> <p>You must appear in person on the above date to complete and submit your State Application (STD 678) (REV 6/2010) at one of the locations listed below. Applicants MUST provide proof of identification in order to file their application.</p> <p>Applications filed by another person, by mail, faxed, or submitted prior to, or after the File-in-Person date will not be accepted for any reason.</p>								
WHO SHOULD APPLY	Candidates who meet the minimum qualifications as stated below may apply for this examination.								
HOW TO APPLY	<p>Application forms (STD 678) (REV 6/2010) will only be accepted on April 11, 2013 between the hours of 7:00 a.m. and 3:00 p.m. at ONE of the following locations:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>Butte County Department of Water Resources Oroville Field Division 460 Glen Drive Oroville, CA 95966 (530) 879-5311</p> </td> <td style="width: 50%; vertical-align: top;"> <p>Alameda/Contra Costa/Merced/San Joaquin Counties Department of Water Resources Delta Field Division 5280 Bruns Road Byron, CA 94514 (209) 546-1570 (209) 567-3000</p> </td> </tr> <tr> <td style="vertical-align: top;"> <p>Kern County Department of Water Resources San Joaquin Field Division 4201 Sabodan Road Bakersfield, CA 93313 (661) 632-2506</p> </td> <td style="vertical-align: top;"> <p>Los Angeles County Department of Water Resources Southern Field Division 34534 116th Street E Pearblossom, CA 93553 (818) 759-6423</p> </td> </tr> </table> <p>Candidates may only establish eligibility in one location. DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD.</p>	<p>Butte County Department of Water Resources Oroville Field Division 460 Glen Drive Oroville, CA 95966 (530) 879-5311</p>	<p>Alameda/Contra Costa/Merced/San Joaquin Counties Department of Water Resources Delta Field Division 5280 Bruns Road Byron, CA 94514 (209) 546-1570 (209) 567-3000</p>	<p>Kern County Department of Water Resources San Joaquin Field Division 4201 Sabodan Road Bakersfield, CA 93313 (661) 632-2506</p>	<p>Los Angeles County Department of Water Resources Southern Field Division 34534 116th Street E Pearblossom, CA 93553 (818) 759-6423</p>				
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IDENTIFICATION REQUIRED	Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.								
SPECIAL TESTING ARRANGEMENTS	If you have a disability and need special testing arrangements, mark the appropriate box in Question 2 of the "Application for Examination". You will be contacted to make specific arrangements.								
SALARY RANGE	<table style="width: 100%; border: none;"> <tr> <td style="width: 25%;">Range A - \$2563</td> <td style="width: 25%;">Range B - \$2662</td> <td style="width: 25%;">Range C - \$2760</td> <td style="width: 25%;">Range D - \$2957</td> </tr> <tr> <td>Range E - \$3154</td> <td>Range F - \$3549</td> <td></td> <td></td> </tr> </table> <p>Range A – This range shall apply to incumbents who do not meet the criteria for payment in other ranges.</p> <p>Range B through F – Evidence of successful completion of the specific months of the prescribed academic and practical work of the apprenticeship program as defined in the apprenticeship agreement between the Department of Water Resources and the Division of Apprenticeship Standards.</p>	Range A - \$2563	Range B - \$2662	Range C - \$2760	Range D - \$2957	Range E - \$3154	Range F - \$3549		
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ELIGIBLE LIST INFORMATION	Separate open eligible lists will be established for the Department of Water Resources for Butte County, Alameda/Contra Costa/Merced/San Joaquin Counties, and Kern /Los Angeles Counties. Each open/spot eligible 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.								
EXAMINATION DATES	<p>The examination will consist of a Written Test and a Qualifications Appraisal Interview.</p> <p>WRITTEN TEST DATE: May 18, 2013</p> <p>It is anticipated Qualification Appraisal interviews will be held during September 2013.</p>								
REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION	<p>NOTE: All applicants must meet the minimum qualifications for this examination by the written test date, May 18, 2013.</p> <p>Qualifying experience may be combined on a proportionate basis if the requirements stated below 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 an examination as meeting 100% of the overall experience requirement.</p> <p style="text-align: center;">Either I</p> <p>One year of experience in the California state service performing a variety of general operations and maintenance duties at the level of Service Assistant (Maintenance and Operations).</p> <p style="text-align: center;">Or II</p> <p>Ability to communicate at a level required for successful job performance</p>								
SPECIAL LICENSE REQUIREMENT	<p>Possession of a valid permanent Class C California driver's license. (A Class C license is defined as a standard California driver's license).</p> <p>NOTE: Applicants must show their license number, class, and expiration date on their application.</p>								

SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

POSITION DESCRIPTION A Utility Craftsworker Apprentice, Water Resources, under close supervision, as an indentured apprentice, learns the progressively skilled work in the civil maintenance of facilities associated with the State Water Project and in flood control yards; and does other work as required. This class is designed for entrance in an apprenticeship training program leading to journey level status as a Utility Craftsworker, Water Resources. Inability to maintain satisfactory progress in academic and vocational work of the apprenticeship program is sufficient cause for separation from the program.

Positions exist in Butte, Alameda, Contra Costa, Merced, San Joaquin, Kern and Los Angeles Counties within the Department of Water Resources.

DRUG ALCOHOL TESTING Some positions in this classification may require possession of a commercial driver's license in order to perform safety sensitive functions associated with a commercial motor vehicle (as defined by federal regulations). Therefore, prior to appointment to this classification, you may be required to pass a pre-employment drug test. Once hired, you may also be subject to drug and/or alcohol testing during the course of your employment in this classification. (You will be notified by the hiring supervisor at the time of hire if the position requires drug/alcohol testing).

Drug/alcohol testing procedures will be explained to you in more detail at the time you are being considered for appointment to this classification.

EXAMINATION INFORMATION The examination will consist of a **written test with three segments, each weighted pass/fail and a qualifications appraisal interview weighted 100%**. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained in the interview.

SCOPE OF EXAMINATION **Written Test – Weighted Pass/Fail**

A. Knowledge of:

1. Basic arithmetic, spelling, and grammar
2. Common hand tools used in maintenance and repair work
3. Identification of tools

In addition to evaluating the competitors' relative abilities as demonstrated by quality and breadth of experience, emphasis in the examining interview will be on measuring competitively, relative to job demands, each competitor's:

Qualifications Appraisal Interview – Weighted 100%

A. Knowledge of:

1. Common hand tools used in trades and crafts

B. Ability to:

1. Learn rapidly follow directions
2. Acquire acceptable work habits such as punctuality, skill, neatness and dependability
3. Work safely
4. Make satisfactory progress in the prescribed academic and practical work in an approved apprenticeship program for Utility Craftsworker, Water Resources
5. Work cooperatively with others

SPECIAL PERSONAL CHARACTERISTICS Willingness to work irregular hours in times of emergency.

VETERANS PREFERENCE **Veterans Preference Credit** will be granted on the open employment list established from this examination. Due to changes in the law, which were effective January 1, 1996, VETERANS WHO HAVE ACHIEVED CIVIL SERVICE STATUS ARE NOT ELIGIBLE TO RECEIVE VETERANS' CREDIT. **In order to apply for Veterans Preference points, you must print and complete the "Application for Veteran's Preference California State Civil Service Exams" form (SPB 1093) found at: <http://jobs.ca.gov/Job/VeteransInformation>. Submit the completed form along with your DD214 paperwork to the California Department of Human Resources, ATTN: Examination Unit, 1515 S Street, Suite 400, Sacramento, CA 95811 prior to April 11, 2013.**

GENERAL INFORMATION

The Department of Water Resources 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 competitors will be notified.

For any examination without a written feature, it is the candidate's responsibility to contact the Selection Services Section of the Department of Water Resources, (916) 653-4838 three weeks after the final filing date if he/she has not received a progress notice.

Applications are available at Department of Water Resources' (DWR) offices, the DWR website: www.water.ca.gov/jobs/currentexams.cfm, local office of the Employment Development Department, California Department of Human Resources), and the Cal HR website: www.jobs.ca.gov.

If you meet the requirements stated on the reverse, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. All candidates who pass will be ranked according to their scores.

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 classification.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. Ordinarily, qualifications appraisal interviews are scheduled in Sacramento and Los Angeles. However, locations of interviews may be limited or extended as conditions warrant.

If a candidate's notice of oral interview 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.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open eligible list. 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. In the case of continuous testing examinations, names are merged into the appropriate lists in order of final test scores (except as modified by veterans preference credits) regardless of the date of the test, and the resulting eligible lists will be used only to fill vacancies in the area shown on the bulletin.

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device. **California Relay Telephone Service** for the Deaf or hearing impaired: From TDD phones: 1-800-735-2929; From Voice phones: 1-800-735-2922.

For information regarding this examination, please contact Amanda Hardy (916) 653-4841.