



**Research Scientist Supervisor II (Microbiological Sciences)
(Departmental Promotional)
FINAL FILING DATE – February 20, 2018**

INTRODUCTION

Department of Fish and Wildlife employees are committed to managing and protecting California's diverse wildlife and the habitats upon which they depend.

EEO

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.

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.

WHO SHOULD APPLY?

1. Applicants must have a permanent civil service appointment with the Department of Fish and Wildlife as of the final filing date, in order to participate in this examination; or
2. Must be a current or former employee of the Legislature for two or more years as defined in Government Code 18990; or
3. Must be a current or former non-elected exempt employee of the Executive Branch for two or more consecutive years as defined in Government Code 18992; or
4. Must be a person 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.

FILING INSTRUCTIONS

Final Filing Date: **February 20, 2018**

Applications may be filed in person or by mail at:

Department of Fish and Wildlife
Attention: Exam Unit
1416 Ninth Street, Room 1217-B
Sacramento, CA 95814

Applications must be POSTMARKED no later than the final filing date. Applications postmarked, personally delivered or received via inter-office mail 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 the appropriate box on the application. The exam unit will contact you to make specific arrangements.

SALARY INFORMATION

\$8,728 - \$10,872

POSITION STATEMENT

Under broad administrative direction, the Research Scientist Supervisor II is responsible for the supervision of Research Scientists I, II, III and IV and Research Scientist Supervisors I. Incumbents serve as second-level supervisors responsible for a moderate group of scientific and nonscientific staff composed of supervisors and nonsupervisors, typically totaling nine to fifteen professional State and/or contract employees. Programs with high visibility requiring unique scientific expertise in which the incumbent has independent science-based decision-making responsibilities on a statewide level may supervise fewer personnel. Incumbents provide administrative guidance and leadership in planning, organizing, and directing difficult and complex major original scientific research studies or public health investigations that have broad statewide scientific scope, high sensitivity, and policy impact; make original, independent decisions on complex scientific problems using scientific theories and principles on association and risk and then develop hypothesis on causes and also test these hypotheses; conceive, plan, and conduct scientific research work of large scope on a statewide or national basis, that has extreme difficulty and complexity in unexplored areas of public health. The incumbent's work involves high levels of uncertainty and a balancing of conflicting interest of extreme intensity. The results of their applied research are used in public health prevention and control programs. Incumbents use their scientific expertise to plan, direct, and execute major professional public health research studies. Provide evaluations and scientific recommendations made by the incumbent as those of a scientific expert; and direct the analysis of all relevant, available, scientific, technical, medical, and other information from sources within and outside the organization, and direct the integration of this information into the decision-making process. Incumbents direct the development of proposed scientific research studies to evaluate new public health strategies if relevant information is not available; consult with department management and others in areas appropriate to their qualifications and participate in the development of public health policy; provide scientific technical expertise in a science area appropriate to their educational qualifications and provide consultation to departmental management and others as requested; direct the publication or presentation of scientific research or investigations conducted on a statewide basis to state public health experts and the community; and perform other related work.

ELIGIBLE LIST INFORMATION

Eligibility expires 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 minimum qualifications by February 20, 2018.

MINIMUM QUALIFICATIONS

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", "II", or "III", etc. for example, candidates possessing qualifying experience amounting to 50% of the required time in 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.

Applications and any attached resumes require employment history information including "to" and "from" dates (month/day/year), time base, and if applicable, civil service class titles. Applications and any attached resumes received without this information MAY BE REJECTED BECAUSE OF INCOMPLETE INFORMATION.

Either I

Experience: Three years of experience in the California state service performing scientific research duties comparable to those of a Research Scientist Supervisor I in the stated specialty or a closely related field. **And**

Education: Possession of a doctoral degree in the stated specialty or a closely related field or a degree of Doctor of Medicine.

Or II

Experience: Two years of experience in the California state service performing scientific research duties comparable to those of a Research Scientist IV in the stated specialty or in a closely related field. (Possession of a recognized professional Board certification in the stated specialty or possession of a master's degree in Public Health or preventive medicine may be substituted for one year of the required experience.) **And**

Education: Possession of a doctoral degree in the stated specialty or a closely related field or a degree of Doctor of Medicine.

Or III

Experience: Five years of progressively responsible research experience in the stated specialty or a closely related field. This experience must have included major responsibility for the design, conduct, and analysis of a large or highly complex and difficult research, and experience in the development, planning, and operation of multidisciplinary, complex, and difficult research program involving coordination of several groups of disciplines, recruitment and training of personnel, budgeting and accounting of funds, and preparation of major reports and scientific publications. At least three years of this experience must be at a level of responsibility equivalent to that of a Research Scientist Supervisor I. **And**

Education: Possession of a doctoral degree in the stated specialty or in a closely related field.

Or IV

Experience: Five years of progressively responsible professional research experience in a field of medical specialization relevant to the stated specialty or a closely related field. This experience must have included major responsibility for the design, conduct, and analysis of complex research, or responsibility for the administration and coordination of large, complex multidisciplinary, or multi-institutional research programs. Two years of approved residency in a medical specialty relevant to the class title may be substituted for one year of the required experience. At least three years of this experience must be at a level of responsibility equivalent to that of a Research Scientist Supervisor I. **AND**

Education: Possession of the degree of Doctor of Medicine.

EXAMINATION INFORMATION

Training and Experience Questionnaire - Weighted 100%

This examination consists of a Training and Experience Questionnaire and is the sole component of the examination. To obtain a position on the eligible list, you must attain a minimum rating of **70%. COMPETITORS WHO DO NOT COMPLETE THE TRAINING AND EXPERIENCE QUESTIONNAIRE WILL BE DISQUALIFIED.**

PLEASE NOTE: If conditions warrant, this examination may utilize an evaluation of each candidate's experience and education (E&E) compared to a standard developed from the class specification. **For this reason, it is especially important that each candidate take special care in accurately and completely filling out their application. List all experience relevant to the "minimum qualifications for admittance" shown on this announcement.** Supplementary information will be accepted, but read the Minimum Qualifications for Admittance" and "Scope of the Examination" carefully to see what kind of information will be useful to the staff doing the evaluation. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained.

KNOWLEDGE AND ABILITIES

Knowledge of:

1. Current scientific research literature and trends applicable to the scientific research area.
2. Principles and procedures of scientific research planning, design, methodology and analysis.
3. Methods of preparation of scientific research reports.
4. Scientific statistical methods and procedures.
5. Data processing techniques.
6. Bibliographic survey or previous related scientific research techniques.
7. Determination and qualification of variables and mechanization of compilation of scientific data.
8. A manager's/supervisor's responsibility for promoting equal opportunity and hiring and employee development and promotion, and for maintaining a work environment that is free of discrimination and harassment.

Ability to:

1. Evaluate the adequacy of proposed scientific research designs and techniques.
2. Think independently and creatively.
3. Establish and maintain cooperative relations with professional staff and with officials of Federal, State, local, university and private research organizations.
4. Communicate effectively and prepare scientific articles for publication.
5. Prepare scientific reports.
6. Provide persuasive and skilled leadership to other staff in scientific research, principles and methods.
7. Apply professional scientific knowledge and administrative ability to resolve a variety of situations.
8. Analyze situations accurately and take effective action.
9. Participate as a team member of public health research or scientific investigation projects.
10. Make independent decisions in a very limited area of a scientific field.
11. Provide information to higher-level scientists in support of decisions on scientific research.
12. Interpret scientific findings and present to higher-level scientists.
13. Apply established guidelines and scientific techniques.
14. Serve as team leaders on small scientific projects.
15. Make independent, difficult decisions in a specific scientific field.
16. Plan, organize, and direct scientific research studies of a highly developed scientific scope and complexity.
17. Serve as a team leader for complex public health research or scientific investigation projects.
18. Serve as a consultant to other public health research scientists.

19. Make health-based scientific decisions within the project scope.
20. Apply expert scientific knowledge in their stated area of specialty.
21. Work independently and develop scientific guidelines and technical procedures.
22. Make recommendations to management on scientific health policy issues.
23. Coordinate research and scientific studies involving other agencies that result in a comprehensive finished scientific product.
24. Act as a subject matter and scientific technical expert.
25. Serve as a spokesperson in a scientific area appropriate to the specialty.
26. Provide scientific support for the legal, legislative, and regulatory actions that occur in public health policy development.
27. Supervise and direct a work unit of professional classes.
28. Make health based scientific decisions within the project scope that may affect department policies.
29. Direct and have charge of public health programs or components, which are of major sensitivity and complexity.
30. Make operation planning decisions including budget for staff and related resources.
31. Use scientific expertise to plan major public health research studies.
32. Apply expert knowledge in their stated area of specialty.
33. Serve as a spokesperson in a scientific area appropriate to the specialty.
34. Participate in the development of public health policy.

VETERANS' PREFERENCE

Veterans' Preference credit is not granted in promotional examinations.

CONTACT INFORMATION

If you have any questions concerning the Research Scientist Supervisor II (Microbiological Sciences) Examination or the testing process, you may contact Maria Luna, Exam Analyst with the Department of Fish and Wildlife, Human Resources Branch at (916) 653-8120 or visit the Department of Fish and Wildlife website at www.wildlife.ca.gov.

GENERAL INFORMATION

For Examinations Without a Written Feature:

If you haven't received your examination or progress notice four weeks after the final filing date, it is your responsibility to contact the Department of Fish and Wildlife, Human Resources Branch at (916) 653-8120.

Applications are available at www.jobs.ca.gov/pdf/std678.pdf, California Department of Human Resources (CalHR) offices, local offices of the Employment Development Department and the testing department on this job bulletin.

Remember, Examinations are Competitive:

If you possess the entrance requirements stated on this bulletin, you may take this competitive examination; however, you aren't assured a place on the eligibility list. Your performance in the examination is compared to established rating criteria. All candidates who pass are ranked according to their scores.

Promotional Examinations Only:

Competition is limited to employees who have a permanent civil service appointment. Under certain circumstances other employees may be allowed to compete under provisions of Rules 234, 235, and 235.2. State Personnel Board Rules 233, 234, 235, 235.2 and 237 contain provisions regarding civil service status and eligibility for promotional examinations. These rules may be reviewed at departmental personnel offices.

Additional List Information:

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.

Miscellaneous Information:

The Department of Fish and Wildlife 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.

TTY is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TTY 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