



**CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION
OFFICE OF WORKFORCE PLANNING
QUALIFICATIONS ASSESSMENT**

ELECTRICIAN II, CORRECTIONAL FACILITY

This examination will provide you with an opportunity to demonstrate significant aspects of your qualifications for the **Electrician II, Correctional Facility** classification with the California Department of Corrections and Rehabilitation (CDCR). The information you provide will be rated based on objective criteria created by Subject Matter Experts. The rating will be used to determine your final score in this examination. If successful, your name will be placed on an eligible list for the classification listed above. The list will be used to fill positions throughout CDCR. A "Conditions of Employment" form is included in this examination which will allow you to select the time bases you are interested in working. It is **required** that you **personally complete** this examination accurately and without assistance.

You will be evaluated based on your ability to follow directions and read, interpret, and respond appropriately to the questions in this Qualifications Assessment. Candidates who fail to follow the instructions will be eliminated from this examination.

THIS AFFIRMATION MUST BE COMPLETED.

I hereby certify that the information provided on this Qualifications Assessment Questionnaire is true and correct to the best of my knowledge and contains no willful misrepresentations or falsifications. I also understand that if it is later discovered that I have made any false representations, I may be removed from the examination and/or the eligible list resulting from this examination, have adverse action taken against me which could result in loss of state employment, and/or suffer loss of right to compete in any future state examinations.

Name (Printed): _____

Address: _____

City/State/Zip Code: _____

Home Telephone Number: _____

Work Telephone Number: _____

Signature: _____

Date: _____

YOUR COMPLETED QUALIFICATIONS ASSESSMENT AND EXAMINATION APPLICATION (STD. 678) MUST INCLUDE YOUR ORIGINAL SIGNATURE. COMPLETED QUALIFICATIONS ASSESSMENTS AND EXAMINATION APPLICATIONS MUST BE MAILED OR DELIVERED TO THE FOLLOWING LOCATION:

Mail to:

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

or Deliver in Person to:

Department of Corrections and Rehabilitation
1515 S Street
Sacramento, CA 95811-7243
Attn: Office of Workforce Planning, Room 101N
(916) 322-2545

NOTE:

- Candidates whose Qualifications Assessment and Examination Application are postmarked, personally delivered or received via interoffice mail after the due date will be eliminated from the examination.
- Be sure your envelope has **adequate postage** if submitting via mail.
- Facsimiles (FAX) will **NOT** be accepted under any circumstances.
- Make and keep a photocopy of the completed Qualifications Assessment for your records.

GENERAL INSTRUCTIONS

This process is the entire examination for the above classification. Therefore, please be sure to review and follow all instructions carefully as missing or incomplete information may result in disqualification or a lower score.

The examination is intended to provide candidates the opportunity to demonstrate their knowledge and experience in a variety of areas. It is not expected that you will have experience in all areas.

The following areas comprise the complete examination for the Electrician II, Correctional Facility classification. You must ensure that you have reviewed each of the following areas:

- Affirmation Statement (page 1)
- General Instructions / Prior State Employment (page 2)
- Conditions of Employment (page 3-5)
- Rating Instructions (page 6)
- Knowledge & Work Experience – Electrician II, Correctional Facility (pages 7-15)
- Recruitment Questionnaire/Mailing Instructions (page 16)

YOUR RESPONSES ARE SUBJECT TO VERIFICATION

Please keep in mind that all information provided on this Qualifications Assessment will be subject to verification at any time during the examination process, hiring process, and even after gaining employment. Anyone who misrepresents his/her experience will be subject to adverse consequences, which could include the following action(s):

- Removal from the examination process
- Removal from the eligible list / certification list
- Loss of State employment
- Loss of rights to compete in any future state examinations

PRIOR STATE EMPLOYMENT INFORMATION

Complete this next section **ONLY** if you have been previously **dismissed** from California State Civil Service employment by punitive action or as a result of disciplinary proceedings. **IF THIS DOES NOT APPLY TO YOU, please skip this question.**

Do you have written permission from the Department of Human Resources (CalHR) to take this examination?

<input type="checkbox"/>	YES
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<input type="checkbox"/>	NO
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State Personnel Board, Rule 211 provides that a dismissed state employee may only participate in State Civil Service examinations if he/she has obtained prior consent from the State Personnel Board.

CONDITIONS OF EMPLOYMENT FORM FOR

Electrician II, Correctional Facility

PLEASE MARK THE APPROPRIATE BOX(ES) OF YOUR CHOICE.

If you are successful in this examination, your name will be placed on an active employment list and referred to fill vacancies Statewide according to the conditions you specify on this form.

TYPE OF APPOINTMENT YOU WILL ACCEPT

Please mark the appropriate box(es) - you may check "(A) Any" if you are willing to accept any type of employment.

(D) Permanent Full-Time (R) Permanent Part-Time (K) Limited-Term Full-Time (A) Any

If all are marked and you receive an appointment other than permanent full-time, your name will continue to be considered for permanent full-time positions.

LOCATION(S) YOU ARE WILLING TO WORK

5 ANYWHERE IN THE STATE - If this box is marked, no further selection is necessary.

NOTE: California State Prison has been abbreviated to "CSP." Youth Correctional Facility has been abbreviated as "YCF." Youth Conservation Camp has been abbreviated as "YCC," California Correctional Health Care Services has been abbreviated as "CCHCS."

UPPER ADULT FACILITIES:

0802 Pelican Bay State Prison
Crescent City, Del Norte County

1802 California Correctional Center
Susanville, Lassen County

UPPER YOUTH FACILITIES:

1805 High Desert State Prison
Susanville, Lassen County

NORTHERN ADULT FACILITIES:

0309 Mule Creek State Prison
Ione, Amador County

2102 CSP, San Quentin
San Quentin, Marin County

3404 Folsom State Prison
Represa, Sacramento County

3914 California Health Care Facility
Stockton, San Joaquin County

3423 CSP, Sacramento
Represa, Sacramento County

3901 Deuel Vocational Institution
Tracy, San Joaquin County

4804 California Medical Facility
Vacaville, Solano County

4811 CSP, Solano
Vacaville, Solano County

5505 Sierra Conservation Center
Jamestown, Tuolumne County

NORHTERN YOUTH FACILITIES:

3907 Northern California YCC
Stockton, San Joaquin County

CENTRAL ADULT FACILITIES:

- | | | | |
|-------------------------------|--|-------------------------------|--|
| <input type="checkbox"/> 1015 | Pleasant Valley State Prison
Coalinga, Fresno County | <input type="checkbox"/> 2003 | Central California Women's Facility
Chowchilla, Madera County |
| <input type="checkbox"/> 1513 | Wasco State Prison Reception Center
Wasco, Kern County | <input type="checkbox"/> 2004 | Valley State Prison
Chowchilla, Madera County |
| <input type="checkbox"/> 1514 | North Kern State Prison
Delano, Kern County | <input type="checkbox"/> 2701 | Correctional Training Facility
Soledad, Monterey County |
| <input type="checkbox"/> 1522 | Kern Valley State Prison
Delano, Kern County | <input type="checkbox"/> 2708 | Salinas Valley State Prison
Soledad, Monterey County |
| <input type="checkbox"/> 1605 | Avenal State Prison
Avenal, Kings County | <input type="checkbox"/> 4005 | California Men's Colony
San Luis Obispo, San Luis Obispo County |
| <input type="checkbox"/> 1606 | CSP, Corcoran
Corcoran, Kings County | <input type="checkbox"/> 1608 | California Substance Abuse Treatment Facility
Corcoran, Kings County |

SOUTHERN ADULT FACILITIES:

- | | | | |
|-------------------------------|---|-------------------------------|--|
| <input type="checkbox"/> 1307 | Calipatria State Prison
Calipatria, Imperial County (North) | <input type="checkbox"/> 3329 | Ironwood State Prison
Blythe, Riverside County |
| <input type="checkbox"/> 1308 | Centinela State Prison
Imperial, Imperial County (South) | <input type="checkbox"/> 3612 | California Institution for Men
Chino, San Bernardino County |
| <input type="checkbox"/> 1995 | CSP, Los Angeles
Lancaster, Los Angeles County | <input type="checkbox"/> 3613 | California Institution for Women
Corona, San Bernardino County |
| <input type="checkbox"/> 1503 | California Correctional Institution
Tehachapi, Kern County | <input type="checkbox"/> 3715 | R. J. Donovan Correctional Facility at Rock Mountain
San Diego, San Diego County |
| <input type="checkbox"/> 3310 | California Rehabilitation Center
Norco, Riverside County | | |
| <input type="checkbox"/> 3313 | Chuckawalla Valley State Prison
Blythe, Riverside County | | |

SOUTHERN YOUTH FACILITIES:

- | | |
|-------------------------------|---|
| <input type="checkbox"/> 5610 | Ventura YCF
Camarillo, Ventura County |
|-------------------------------|---|

ADDRESS OR AVAILABILITY FOR EMPLOYMENT CHANGES

After list release, successful candidates may promptly update any address and/or availability for employment preference information by accessing their CalCareer account on the California Department of Human Resources (CalHR) website at www.jobs.ca.gov or notifying CDCR at the following address:

California Department of Corrections and Rehabilitation
Division of Human Resources
Office of Workforce Planning
P.O. Box 942883
Sacramento, CA 94283-0001
Attn: Certification Unit

INSTRUCTIONS:

Using the rating scale(s) below, rate your knowledge and experience performing specific job-related actions.

Respond to each of the following statements (#1 - #26) by indicating how the statement applies to you. You are required to respond to every statement by marking one option for each of the 2 scales provided.

In responding to each statement, you may refer to your FORMAL EDUCATION, FORMAL TRAINING COURSES, and/or WORK EXPERIENCE whether paid or not paid.

SCALE #1 - KNOWLEDGE RELATED TO PERFORMING THIS ACTION:

Extensive Knowledge

I possess an expert knowledge level to the extent that I have effectively performed tasks related to this knowledge in the most difficult and complex situations **and** I have instructed others on specific aspects of this knowledge.

Moderate Knowledge

I possess an advanced knowledge level to the extent that I could effectively perform this task under the majority of circumstances or situations encountered.

Basic Knowledge

I possess a sufficient knowledge level that would allow me to perform this task successfully in routine situations.

Limited Knowledge

I have some knowledge of how to perform this task, but I may require additional instruction to apply my knowledge effectively.

No Knowledge

I have no knowledge of how to perform this task or what it may entail.

SCALE #2 - EXPERIENCE RELATED TO PERFORMING THIS ACTION:

Extensive Experience

I have more than 5 years of experience in regularly performing this action **and** I have instructed others on this specific action.

Moderate Experience

I have more than 3 years, but less than 5 years of experience in this action **and** I can perform it independently.

Basic Experience

I have more than 1 year, but less than 3 years of experience in this action **and** I have performed it regularly with minimal or no assistance.

Limited Experience

I have less than 1 year of experience in performing this action **and** I may require assistance for successful performance.

No Experience

I have never performed this action.

1. Install transmission lines for electrical systems.

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

2. Maintain transmission lines for electrical systems.

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

3. Repair transmission lines for electrical systems.

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

4. Install electric lights, motors, heaters, generators, transformers, switchboards and other electrical apparatus.

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

5. Repair electric lights, motors, heaters, generators, transformers, switchboards and other electrical apparatus.

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

6. Troubleshoot electrical systems to restore power and minimize interruption.

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

7. Maintain a clean electric shop free of clutter and debris.

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

8. Maintain an organized electric shop.

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

9. Operate electrical equipment (e.g. meters, conduit benders, drill motors, cutters, etc.).

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

10. Advise in the selection of electrical equipment to provide standardization.

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

11. Advise in the storage of electrical equipment and materials in order to ensure materials are stored correctly.

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

12. Coordinate and work with other trades.

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

13. Make rough sketches of electrical installations and repairs.

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

14. Estimate the cost of electrical installations and repairs.

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

15. Maintain records and daily reports.

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

16. Lead unskilled workers engaged in the maintenance and repair of electrical systems.

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

17. Instruct unskilled workers in the maintenance and repair of electrical systems.

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

18. Respond to emergency call backs.

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

19. Attend training.

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

20. Perform Preventive Maintenance of electrical equipment.

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

21. Repair alarm systems.

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

22. Maintain high mast lighting system.

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

23. Inspect premises to ensure work environment is free from contraband (e.g. weapons, drugs, and tobacco, etc.).

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

24. Maintain tools, equipment, and inventory in a safe organized manner.

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

25. Compile records (e.g., Safety Data Sheets [SDS], timesheets, daily work order report, tool control, safety training, vehicle log, etc.).

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

26. Assist with priority work orders in emergency situations.

Knowledge related to performing this action

- Extensive Knowledge
- Moderate Knowledge
- Basic Knowledge
- Limited Knowledge
- No Knowledge

Experience related to performing this action

- Extensive Experience
- Moderate Experience
- Basic Experience
- Limited Experience
- No Experience

RECRUITMENT QUESTIONNAIRE

These questions are not part of the examination. Responses are voluntary and will be used for recruitment statistics.

HOW DID YOU HEAR ABOUT THIS EXAMINATION?

Check the appropriate box below.

- Newspaper/Magazine Advertisement
 - Internet (Social Media)
 - California Department of Corrections and Rehabilitation employee
 - Recruitment Mailing
 - College/School
 - Job Fair/Career Fair
 - Other: _____
-

THIS CONCLUDES THE QUALIFICATIONS ASSESSMENT FOR ELECTRICIAN II, CORRECTIONAL FACILITY

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