



# WATER AND SEWAGE PLANT SUPERVISOR, CORRECTIONAL FACILITY (CF)

Final Filing Date: CONTINUOUS

## OPEN

<b>AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER</b>	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.						
<b>EXAMINATION BASE</b>	DEPARTMENTAL FOR:  CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION (CDCR)						
<b>WHO SHOULD APPLY</b>	Applicants who meet the minimum qualifications as stated below and who have not previously tested with CDCR for this classification in the past 12 months. Applications will not be accepted on a promotional basis.						
<b>HOW TO APPLY</b>	Submit Examination Application (Std. Form 678) <b>and</b> Qualifications Assessment.  <table border="0"><tr><td style="text-align: center;"><b>By mail to:</b></td><td style="text-align: center;"><b>or</b></td><td style="text-align: center;"><b>In person at:</b></td></tr><tr><td style="text-align: center;"><b>Department of Corrections and Rehabilitation Office of Workforce Planning P.O. Box 942883 Sacramento, CA 94283-0001</b></td><td></td><td style="text-align: center;"><b>Department of Corrections and Rehabilitation 1515 S Street Sacramento, CA 95811-7243 Attn: Office of Workforce Planning, 101N</b></td></tr></table> If you are personally delivering your application and Qualifications Assessment, you must do so between the hours of <b>8:00 a.m.</b> and <b>5:00 p.m.</b> , Monday through Friday, to the street address listed above.  The Qualifications Assessment for the Water and Sewage Plant Supervisor, CF examination is available from the CDCR website at: <a href="http://www.cdcr.ca.gov/Career_Opportunities/HR/OPS/Exams/Exams_Continuous/PDFs/WaterSewagePlantSupvQA-O-C.pdf">http://www.cdcr.ca.gov/Career_Opportunities/HR/OPS/Exams/Exams_Continuous/PDFs/WaterSewagePlantSupvQA-O-C.pdf</a> for in person at the street address listed above.  <b>NOTE:</b> Only applications with an original signature will be accepted.	<b>By mail to:</b>	<b>or</b>	<b>In person at:</b>	<b>Department of Corrections and Rehabilitation Office of Workforce Planning P.O. Box 942883 Sacramento, CA 94283-0001</b>		<b>Department of Corrections and Rehabilitation 1515 S Street Sacramento, CA 95811-7243 Attn: Office of Workforce Planning, 101N</b>
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<b>APPLICATION DEADLINE/ REQUIREMENTS</b>	Applications will be accepted on a continuous basis. All applicants must meet the education and/or experience requirements for this examination at the time he or she files his or her application.						
<b>TEST DATE</b>	To learn more about examination date(s), contact the Office of Workforce Planning at (916) 322-2545. CDCR reserves the right to modify the examination dates as needs warrant.						
<b>SALARY RANGE(S)</b>	<b>As of: <u>April 11, 2016</u></b>  <b>\$5,661 - \$5,945</b>						
<b>MINIMUM QUALIFICATIONS</b>	Three years of engineering or operating experience in a water filtration plant or a sewage treatment plant serving a population of at least 2000; <b>and</b>  Possession of an appropriate State of California Certification for Sewage Treatment Plant Operator and/or Water Treatment Plant Operator is required at the time of appointment. Certificates are issued by the California Department of Public Health and Water Resources Control Board. (Applicants who are within six months of obtaining the required certification will be admitted to the examination but must produce evidence of certification before they can be considered eligible for appointment.)  <b>Special Physical Characteristics:</b> Persons appointed to positions in this class must be reasonably expected to have and maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates.  Assignments during tour of duty may include sole responsibility for the supervision of inmates and/or the protection of personal and real property.  <b>Additional Desirable Qualifications:</b> Education equivalent to completion of the twelfth grade.  <b>NOTE: High School Equivalence:</b> Equivalence to completion of the 12 <sup>th</sup> grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis						
<b>EXAMINATION PLAN</b>	<b>INTERVIEWS WILL NOT BE HELD.</b> This examination will consist of a Qualifications Assessment weighted 100%. To obtain a position on the eligible list, applicants must achieve a minimum rating of 70% on the Qualifications Assessment.						

**EXAMINATION  
PLAN  
(CONTINUED)**

The Qualification Assessment is designed to elicit a range of specific information regarding each candidate's knowledge, skill, abilities, and potential to effectively perform the duties relative to the classification. Candidates who meet their "Minimum Qualifications" will have their qualifications Assessment rated and successful candidates will be placed on an eligible list. **SUBMISSION OF THE EXAMINATION APPLICATION AND QUALIFICATIONS ASSESSMENT IS MANDATORY.** Candidates who do not submit a completed Examination Application and Qualifications Assessment will be eliminated from this examination.

**Qualifications Assessment -- Weighted 100.00%**

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

**A. Knowledge of:**

1. Water, sewage and other mechanical systems and equipment, and methods, materials and tools used in the operation, maintenance, and repair of such equipment.
2. Principles of water and sewage treatment.
3. The Department's Equal Employment Opportunity program objectives.
4. A manager's role in the Equal Employment Opportunity program and the processes available to meet Equal Employment Opportunity objectives.

**B. Ability to:**

1. Communicate effectively.
2. Make and interpret chemical and physical laboratory tests to determine effectiveness of water and sewage treatment.
3. Prepare routine reports and keep accurate records.
4. Train and supervise employees engaged in operating water and sewage treatment plants.
5. Read, interpret, and work from plans, drawings, and specifications.
6. Think and act quickly in emergencies.
7. Analyze situations accurately and take effective action.
8. Effectively contribute to the Department's Equal Employment Opportunity program objectives.

**ELIGIBLE LIST  
INFORMATION**

The resulting eligible list will be established to fill vacancies for CDCR. Names of successful candidates are merged onto the list in order of final scores, regardless of date. Eligibility expires **12** months after establishment, unless the needs of the service and conditions of the list warrant a change in this period.

**POSITION  
DESCRIPTION AND  
LOCATION(S)**

The **Water and Sewage Plant Supervisor, CF**, under general direction in a State correctional facility in the CDCR, has responsibility for the operation of a water treatment and sewage treatment plant, or for the operation of a large and complex plant of either type; maintains and repairs facility treatment equipment; directs the taking of daily tests of water and sewage in the various stages of treatment and personally makes the more involved analyses; interprets tests and determines necessary changes in dosage and treatment processes; supervises or performs the cleaning, painting, and upkeep of equipment; adjusts and repairs mechanical equipment such as pumps, chlorinators, gas engines, and metering devices; operates or directs the operation of related equipment at swimming pools and other mechanical equipment; operates equipment as a relief operator when necessary; may supervise assistants; may perform minor plumbing duties in connection with water and sewage systems; maintains order and supervises the conduct of inmates, youthful offenders, residents, or patients; protects and maintains the safety of persons and property; may instruct, lead or supervise inmates, and does other related work.

Position(s) exist in CDCR institution(s) on the attached list.

**SPECIAL TESTING  
ARRANGEMENTS**

If you have a disability and need special testing arrangements, mark the appropriate box on the "Examination Application." You will be contacted to make specific arrangements.

**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.

**GENERAL INFORMATION**

**Applications are available at** CDCR offices, California Department of Human Resources (CalHR) offices, local offices of the Employment Development Department, and online at <https://jobs.ca.gov/pdf/std678.pdf>.

**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: <https://jobs.ca.gov/Public/Jobs/Veterans.aspx>. Additional information can also be found at the California Department of Veterans Affairs at [www.calvet.ca.gov/veteran-services-benefits/employment](http://www.calvet.ca.gov/veteran-services-benefits/employment).

**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 changed. Such revisions will be in accordance with civil service laws and rules and all competitors 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 warrant.

**GENERAL INFORMATION  
(CONTINUED)**

**Eligible Lists:** Eligible lists established by a 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. When there are two lists of the same kind, the older must be used first.

**If you meet the requirements** stated in this bulletin, you may take this examination. Possession of the entrance requirement(s) does not assure success in the examination or placement on the employment list. All candidates who pass the examination described in this bulletin will be ranked according to their scores.

**General Qualifications:** Competitors must possess essential personal qualifications including integrity, initiative, dependability, good judgment, 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, an investigation may be made of employment records and personal history.

**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.**

**ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED**

**FOR CURRENT CDCR TESTING INFORMATION CALL (916) 322-2545**  
Telecommunications Relay Service (TRS): DIAL 7-1-1  
[www.cdcr.ca.gov](http://www.cdcr.ca.gov)

**THIS CANCELS AND SUPERSEDES ALL PREVIOUSLY ISSUED BULLETINS**

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**EXISTING POSITION LOCATION(S)**

**1802 CALIFORNIA CORRECTIONAL CENTER**  
Susanville, Lassen County  
**Water Plant Grade: II**

**1503 CALIFORNIA CORRECTIONAL INSTITUTION**  
Tehachapi, Kern County  
**Water Plant Grade: I**  
**Waste Plant Grade: III**

**3612 CALIFORNIA INSTITUTION FOR MEN**  
Chino, San Bernardino County  
**Water Plant Grade: II**  
**Waste Plant Grade: II**

**4005 CALIFORNIA MEN'S COLONY**  
San Luis Obispo, San Luis Obispo County  
**Water Plant Grade: II**  
**Waste Plant Grade: III**

**1606 CALIFORNIA STATE PRISON, CORCORAN**  
Corcoran, Kings County  
**Water Plant Grade: II**

**4811 CALIFORNIA STATE PRISON, SOLANO**  
Vacaville, Solano County  
**Water Plant Grade: II**

**1308 CENTINELA STATE PRISON**  
Imperial, Imperial County  
**Water Plant Grade: II**  
**Waste Plant Grade: II**

**2003 CENTRAL CALIFORNIA WOMEN'S FACILITY**  
Chowchilla, Madera County  
**Water Plant Grade: I**  
**Waste Plant Grade: II**

**3313 CHUCKAWALLA VALLEY STATE PRISON**  
Blythe, Riverside County  
**Water Plant Grade: II**  
**Waste Plant Grade: II**

**2701 CORRECTIONAL TRAINING FACILITY**  
Soledad, Monterey County  
**Water Plant Grade: III**

**3901 DEUEL VOCATIONAL INSTITUTION**  
Tracy, San Joaquin County  
**Water Plant Grade: I**  
**Waste Plant Grade: II**

**3404 FOLSOM STATE PRISON**  
Represa, Sacramento County  
**Water Plant Grade: I**

**1805 HIGH DESERT STATE PRISON**  
Susanville, Lassen County  
**Water Plant Grade: I**

**1522 KERN VALLEY STATE PRISON**  
Delano, Kern County  
**Water Plant Grade: I**  
**Waste Plant Grade: II**

**0309 MULE CREEK STATE PRISON**  
Ione, Amador County  
**Water Plant Grade: I**  
**Waste Plant Grade: II**

**0802 PELICAN BAY STATE PRISON**  
Crescent City, Del Norte County  
**Water Plant Grade: III**

**1015 PLEASANT VALLEY STATE PRISON**  
Coalinga, Fresno County  
**Water Plant Grade: II**

**2708 SALINAS VALLEY STATE PRISON**  
Soledad, Monterey County  
**Water Plant Grade: II**

**5505 SIERRA CONSERVATION CENTER**  
Jamestown, Tuolumne County  
**Water Plant Grade: II**  
**Waste Plant Grade: II**

**1513 WASCO STATE PRISON RECEPTION CENTER**  
Wasco, Kern County  
**Water Plant Grade: I**  
**Waste Plant Grade: II**