



# EXAM ANNOUNCEMENT

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.

## RESEARCH SPECIALIST III (VARIOUS STUDIES) OPEN EXAMINATION

### HOW TO APPLY

Applications are available may be filed in person or by mail with:

STATE WATER RESOURCES CONTROL BOARD  
HUMAN RESOURCES BRANCH – EXAM UNIT  
1001 "I" STREET, 18<sup>TH</sup> FLOOR  
SACRAMENTO, CA 95814

**DO NOT SUBMIT APPLICATIONS TO THE CALIFORNIA DEPARTMENT OF HUMAN RESOURCES**

### NO WRITTEN TEST REQUIRED

The entire examination will consist of an interview.

### FINAL FILING DATE

**February 23, 2015**

If you have a disability and need special testing arrangements, mark the appropriate box in Part 2 of the "Application for Examination." You will be contacted to make specific arrangements.

Applications (Form 678) must be **POSTMARKED** no later than the final filing date. Applications postmarked or personally delivered after the final filing date will not be accepted for any reason. The use of metered mail, including interoffice mail, and faxed applications are prohibited.

**NOTE: Accepted applicants are required to bring either a photo identification card or two forms of signed identification to the examination.**

### QUALIFICATIONS APPRAISAL INTERVIEW

It is anticipated that interviews will be held during April/May 2015. Ordinarily, these are scheduled in Sacramento. However, location of interviews may be changed as conditions warrant.

### SALARY RANGE

**\$6,404 - \$7,979**

### REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION

**NOTE: All applicants must meet the education and/or experience requirements for this examination by February 23, the final filing date.**

Qualifying experience may be combined on a proportional 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 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.

### MINIMUM QUALIFICATIONS

1. The postgraduate education, master's degrees, and doctoral degrees referred to in the requirements:
  - a. Must be in a field of specialization appropriate to the applicable research study. or
  - b. Must have been obtained from a recognized U.S. or Canadian University, or from a foreign university deemed equivalent.
2. The required experience must have been in a field of specialization appropriate to the applicable research study.
3. If the position of a physician on a research study involves diagnosis, treatment, or prescription, the possession of the legal requirements for the practice of medicine in California as determined by the California Board of Medical Quality Assurance or the California Board of Osteopathic Examiners will be required prior to appointment.
4. If the position of a veterinarian on a research study involves the practice of veterinary medicine and surgery, or any branch thereof, a valid license issued by the Board of Examiners in Veterinary Medicine for the State of California to practice as a Doctor of Veterinary Medicine must be secured within twelve months of the date of appointment.

STATE WATER RESOURCES CONTROL BOARD/REGIONAL WATER QUALITY CONTROL BOARDS

**SEE REVERSE SIDE FOR ADDITIONAL INFORMATION**

**RESEARCH SPECIALIST III (VARIOUS STUDIES)**

**FINAL FILING DATE: FEBRUARY 23, 2015**

**SS25-7867**

**5WB09**

**Experience:** Three years of research experience which must have included either (1) at least one year of experience with responsibility for the determination of research design and method; or (2) at least one year of experience in the coordination of a research program or complex research project. (Research performed in the completion of the dissertation required for the doctoral degree in a field of specialization appropriate to the applicable research study may be substituted for one year of the required general experience.) **AND**

**Education:** Equivalent to graduation from college supplemented by one year of postgraduate education.

**DESIRABLE QUALIFICATIONS**

The desirable qualifications described below represent the level of preparation in education, and accomplishment considered most appropriate for candidates seeking employment in these classes. In the competitive selection process, preference will be given to candidates offering qualifications meeting the levels of attainment described.

- Possession of a Master's Degree in a Social, Biological, Mathematical, or other appropriate science.
- Working knowledge of organizational performance measurement and development and tracking of environmental indicators.
- Demonstrated ability to evaluate the effectiveness of government programs and the delivery of government services.
- Strong critical and analytical thinking skills with demonstrated talent for identifying, scrutinizing, improving, and streamlining complex work processes.
- Extensive software proficiency covering wide variety of applications, including advanced knowledge of Excel and database applications.
- Extensive experience analyzing complex data sets, mining data from relational databases, and conducting advanced spreadsheet analyses.
- Demonstrated skill in data visualization and synthesizing/simplifying complex data.
- Ability to work well both independently and with other people.
- Ability to effectively convey information verbally and in writing.
- Familiarity with the Water Board programs.

**THE POSITION**

Under general direction, plans, organizes, and directs an original research study or a highly specialized phase of a major project or program of sufficient scope to require supervision of other professional staff, may also coordinate and administer research studies of moderate scope and complexity; acts as a consultant in a highly specialized field to a major research study; may serve as Chief of Research at a local facility; and does other related work.

The Research Specialist III will be responsible for: 1) researching, developing, and implementing a performance based management system for the Water Boards; 2) evaluating resource allocations and developing methods to quantify and enhance program efficiencies; 3) conducting statistical analyses and developing modeling and non-modeling analytical tools and capabilities needed to evaluate water board performance and resulting water quality outcomes; and 4) using information management systems to enhance, integrate, and automate performance management.

In addition the incumbent will: 1) provide expert level consultative research services and evaluations of the most complex issues and trends affecting Water Board programs and 2) research and evaluate the alignment of Water Board priorities, resources, expenditures, and performance.

Positions exist in Sacramento

**EXAMINATION INFORMATION**

This examination will consist of a qualifications appraisal interview. 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.

**Qualifications Appraisal - Weighted 100.00%**

**SCOPE:**

In addition to evaluating the competitor's 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:

**KNOWLEDGE OF**

1. Current research literature and trends applicable to the research study.
2. Principles and procedures of research planning, design, methodology, and analysis applicable to the research study.
3. Methods of preparation of research reports.
4. Statistical methods and procedures and data processing techniques.
5. Problems involved in bibliographic survey or previous related research.
6. Determination and qualification of variables and mechanization or compilation and analysis of data.
7. Principles and practices of effective consultation and supervision, and
8. A general familiarity with Equal Employment Opportunity concepts, including goals/timetables, reasonable accommodation, focused recruitment, and the role of a supervisor or manager in carrying out an Equal Employment Opportunity Program.

**ABILITY TO**

1. Evaluate the relative importance of various areas of research.
2. Evaluate the adequacy of proposed research designs and techniques.
3. Do independent creative thinking.
4. Establish and maintain cooperative relations with hospital staff and with officials of Federal, State, local, university, and private research organizations.
5. Communicate effectively and prepare articles for publication.
6. Provide persuasive and skilled leadership in scientific research.
7. Apply professional knowledge and administrative ability to concrete situations.
8. Teach research principles and methods to trainees, research assistants, and other staff.
9. Analyze situations accurately and take effective action.
10. Effectively contribute to the department's Equal Employment Opportunity objectives, and
11. At the level of Research Specialist III and higher, coordinate and administer a program of research.

**ELIGIBLE LIST INFORMATION**

A departmental promotional eligible list will be established for the State Water Resources Control Board. The list will be abolished 12 months after it is established unless the needs for the service and condition of the list warrant a change in this period.

**VETERANS PREFERENCE CREDITS**

Will be granted in this examination.

**CAREER CREDITS**

Will not be granted in this examination.

## GENERAL INFORMATION

For an examination with an oral interview feature it is the candidate's responsibility to contact the **Human Resources Branch at (916) 341-5127** three weeks after the final filing date if he/she has not received a progress notice.

For an examination with a written test feature, it is the candidate's responsibility to contact the **State Water Resources Control Board** three days prior to the written test date if he/she has not received a notice.

If a candidate's notice of oral interview or written test fails to reach him/her prior to the day of the interview or test due to a verified postal error, he/she will be rescheduled upon written request.

Applications are available at the California Department of Human Resources website at <http://jobs.ca.gov/Profiles/StateApplication>, local offices of the Employment Development Department and the State Water Resources Control Board.

If you meet the civil service requirements for admittance to the examination, which are stated on the reverse, you will be scheduled for the examination. Possession of the entrance requirements does not assure a place on the eligible list. The examination is competitive and your performance in the examination will be compared with the performance of the others who take this test. All candidates who pass will be ranked according to their scores.

**The State Water Resources Control Board** 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.

**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.

**Veterans Preference** in open, non-promotional examinations is granted to:

1. Any veteran
2. Widow or widower of a veteran
3. Spouse of a 100 percent disabled veteran

Candidates who meet the above criteria and achieve a passing score in the 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 veteran's preference. Veterans Preference is not granted once a person achieves permanent civil service status.

**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 class. A medical examination may be required.

**Interview Scope:** In addition to the scope described on the other side of this bulletin, the panel will consider your education and experience, your personal development, your presentation to the panel, and your overall competitiveness in relation to the entire candidate group. In appraising experience, more weight will be given to the breadth and recency of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities, than to the length of his/her experience. Evaluation of the candidate's personal development will include consideration of his/her training needs; his/her plans for self-development; and the progress he/she has made in his/her efforts toward self-development.

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HEARING IMPAIRED RELAY SERVICE:

TDD to Voice 1-800-735-2922

Voice to TDD 1-800-735-2929