

“This is only a **preview** of the exam questions. To take the actual exam, please refer back to the bulletin and click on the ‘**Click here to go to the Internet Exam**’ link at the bottom of the bulletin.”

Senior Air Quality Engineer Department of Consumer Affairs Training and Experience Evaluation

Section 1: Task Ratings

Instructions:

Using the rating scale(s) provided below, you will rate your experience performing specific job-related tasks.

Respond to each of the following statements by indicating how the statement applies to you. You are required to respond to every statement by marking one option from the scale(s) provided.

In responding to each statement, you may refer to your FORMAL EDUCATION, FORMAL TRAINING COURSES, and WORK EXPERIENCE whether paid or volunteer.

Years of experience

I have performed this task for:

- More than 5 years
- More than 3 years and up to 5 years
- More than 1 year and up to 3 years
- More than 6 months and up to 1 year
- 0 to 6 months

Knowledge related to performing this task:

Extensive Knowledge

I possess an expert knowledge level to the extent that I could effectively perform this task in the most difficult and complex situations; and I could instruct others on specific aspects of this task.

Substantial 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.

Moderate 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 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.

1. Directing the work of staff consisting of subordinate engineers and engineer student assistants engaged in activities related to the testing and certification of emissions test equipment.
2. Advising and making policy recommendations to executives and upper management based on vehicle emissions analysis, research, and engineering evaluation.
3. Directing the development and implementation of an employee-safety training program, related to the laboratory, automotive testing environment and on-road vehicle emissions testing programs to ensure the safety of employees and licensees.
4. Representing the State or organization in a professional capacity as an air quality and vehicle emissions expert and spokesperson on technical and program issues.
5. Recruiting, interviewing and hiring air quality, vehicle emissions research, and engineering staff to ensure organizational hiring objectives are met.
6. Communicating/negotiating with automotive emissions test and inspection equipment manufactures to ensure equipment complies with program requirements and operational needs.
7. Developing budgets and contracts in accordance with organization/department standards to support program elements.
8. Addressing consumer concerns and complaints regarding vehicle inspections through telephone calls and written correspondence.
9. Writing research papers, issue papers, and proposals for enhancements to various vehicle air quality programs in accordance with California emission reduction requirements and Federal law.
10. Directing and reviewing the work of contractors performing research and analysis on the vehicle inspection program or performing vehicle inspection operational services.
11. Providing information to executive staff regarding vehicle inspection air quality research in preparation for hearings and/or presentations to various technical and/or environmental organizations.
12. Conducting vehicle inspection related projects and activities to ensure agency objectives are met.
13. Directing complex air quality research and/or vehicle inspection program projects to ensure projects are properly managed.
14. Planning and conducting internal staff meetings to promote organizational policies and goals.
15. Preparing and making scientific/technical presentations to various groups in order to ensure appropriate information is being disseminated accordingly.
16. Negotiating with contractors for data processing resources and for priority problem resolution to prevent processing delays of large data queries and management report production.
17. Coordinating vehicle test programs and emissions related research in accordance with California emission reduction requirements and Federal law.

Section 2: KSA Ratings

Instructions:

Using the rating scale provided below, you will rate your experience in accordance to specific job-related knowledge and abilities.

Respond to each of the following statements by indicating how the statement applies to you. You are required to respond to every statement by marking one option from the scale(s) provided.

In responding to each statement, you may refer to your FORMAL EDUCATION, FORMAL TRAINING COURSES, and WORK EXPERIENCE whether paid or volunteer.

Years of experience

I have applied this knowledge or ability for:

- More than 5 years
 - More than 3 years and up to 5 years
 - More than 1 year and up to 3 years
 - More than 6 months and up to 1 year
 - 0 to 6 months
1. Knowledge of industry standards for emissions related diagnosis and repair of automobiles.
 2. Knowledge of tools, equipment, and methods used in the repair, adjustment, and servicing of automobiles and automotive pollution control systems.
 3. Knowledge of the methodology related to the maintenance and calibration of test equipment for vehicle emissions testing programs.
 4. Knowledge of the use and operation of automotive emissions measuring devices, and methods of testing automotive equipment.
 5. Knowledge of the methods of statistical analysis used for vehicle inspection program evaluation.
 6. Knowledge of the methods of measuring automotive emissions to ensure agency objectives are met.
 7. Knowledge of research techniques, including the planning of studies and investigation, determining of variables, and developing of reference materials, to support program objectives and operational needs.
 8. Knowledge of the principles of program management and personnel administration to ensure agency objectives are met.
 9. Ability to develop techniques for handling and analyzing a large variety of detailed data to ensure agency objectives are met.
 10. Ability to communicate the results and implications of air quality and/or vehicle emissions studies to non-specialists.
 11. Ability to effectively promote equal employment opportunity and maintain a work environment that is free of harassment and discrimination.