



Associate Transportation Operations Supervisor, PUC

Open – Continuous Examination

CPUC

California Public Utilities Commission

Exam #: 5UC07

Class Code: 3923

Min. Salary: \$5185/month

Max Salary: \$6490/month

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.

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 SERVICE.

HOW TO APPLY

You may access the online application at: <http://www.cpuc.ca.gov/PUC/jobs/>

If you have a disability and need special testing arrangements, mark the appropriate box on question 2 of the "Examination and/or Employment Application." We will contact you to make specific arrangements that are convenient for you in advance of the examination.

WHEN MAY APPLICATIONS BE FILED

The testing office accepts applications continuously and will notify and test applicants as needed. Do not submit your application to the California Department of Human Resources (CalHR).

THE POSITION – General Description

The Associate Transportation Operations Supervisor under administrative direction performs railroad field surveys and investigations and to enforce regulations governing operating, non-operating, safety, mechanical, road and equipment practices of railroads, rail rapid transit systems, street railways; makes railroad field surveys and investigations of the adequacy of road, equipment, and operating rules and practices, for both operating and non-operating employees, and recommends safety measures or practices; investigates violations of the Commission's general orders relating to railroad safety; recommends the correction of hazardous operating or other conditions on rail common carriers; investigates railroad accidents including making road and equipment inspections; assists in the preparation of reports and exhibits; presents formal testimony; and does other job-related work as required.

Although the California Public Utilities Commission does not specifically test for physical ability in this exam, candidates must be aware that the position requires the ability to walk long distances, to withstand extreme temperatures for extended periods of time, and to climb onto or otherwise access potentially dangerous equipment during inspections.

JOB LOCATION

The exam covers positions located in Los Angeles, Sacramento and San Francisco, CA.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION - MINIMUM QUALIFICATIONS

NOTE: All applicants must meet the education and/or experience requirements for this examination by the cut off date established by the testing office.

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, "or" II, "or" III, etc. For example, candidates who possess qualifying

experience amounting to 50% of the required time in Pattern I, and additional experience amounting to 50% of the required time in Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement.

Either I

Three years of experience in a supervisory operating position equivalent to that of a trainmaster, road supervisor of engines, or chief dispatcher on a Class I railroad operating under the Standard Code of Operating Rules.

Or II

Four years of experience as a locomotive engineer or conductor on a Class I railroad operating under the Standard Code of Operating Rules or a combination of three years of such experience and one year in a supervisory position in a mechanical or maintenance of way.

(College education with major work in engineering may be substituted for not more than two years of the experience required under Pattern I or II on the basis of two years of college work being equivalent to one year of experience.)

Or III

One year of experience with a transportation regulatory agency in the performance of work comparable to that of an Assistant Transportation Supervisor, Public Utilities Commission.

EXAMINATION INFORMATION

This examination will consist of a written exercise weighted 100%. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained in the examination process. Candidates who do not appear for their scheduled examination will be withdrawn from the examination process.

The PUC reserves the right to modify the selection process as necessary to conform to administrative or business necessity.

WRITTEN EXERCISE WEIGHTED 100%

The written exercise may include the following:

Knowledge of:

1. General railroad operating practices.
2. Safe operation of railroad equipment.
3. Safety practices around moving equipment.
4. Federal Railroad Administration (FRA) regulations.
5. Industry-specific operations, testing procedures, inspection processes, and transportation related jargon.
6. Physical properties of transportation equipment, tracks, signals, standards of service, reliability, and safety.

Ability to:

1. Analyze data and perform research work to locate and identify problems.
2. Propose solutions by developing and evaluating possible actions and alternatives to address problems.
3. Reason logically and creatively, while utilizing a variety of analytical approaches to resolve regulatory problems.
4. Read and understand technical material (e.g., FRA maintenance and operation procedures, FRA updates, etc.)
5. Write a complex report that includes facts, conclusions, and recommendations (e.g. reports to Commission and/or Legislature).

ELIGIBLE LIST INFORMATION

A list of eligible candidates will be established for the California Public Utilities Commission. Names of successful candidates will be merged onto the list in the order of final scores regardless of dates. Eligibility expires 24 months after it is established. Candidates must then retest to re-establish eligibility. Candidates may only test once during a 18-month period.

Veterans' Preference: Will be awarded in this examination, pursuant to Government Code Section 18973.1, effective January 1, 2014, as follows:

1. Any veteran, widow or widower of a veteran, or spouse of a 100 percent disabled veteran, who achieves a passing score in an entrance 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. An entrance examination is defined, under the law, as any open competitive examination.
3. Veterans' Preference is not granted once a person achieves permanent civil service status.

GENERAL INFORMATION

Applications are available at the State Personnel Board office, local offices of the Employment Development Department, and in Human Resources of the California Public Utilities Commission.

If meeting the requirements stated above, you may take this competitive examination. Possession of the entrance requirements does not ensure a place on the eligible list. All candidates passing the examination will be ranked according to scores.

The California Public Utilities Commission reserves the right to revise the examination plan to better meet the needs and service of the Commission. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

Examination Locations: Examinations are typically scheduled in San Francisco. However, there are instances when examinations are given in such places in California as the number of candidates and conditions warrant.

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: If an interview is conducted, in addition to the scope described on this bulletin, the panel may consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breadth of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of the candidate's experience. Evaluation of a candidate's personal development will include consideration of own training needs; plans for self-development; and the progress the candidate has made towards self-development.

Veterans' Preference:

HOW TO APPLY FOR VETERANS' PREFERENCE

The California Department of Human Resources (CalHR) has information on how to apply for Veterans' Preference on their website at www.jobs.ca.gov and on the Application for Veterans' Preference form ([CalHR 1093](#)). Additional information is also available at the Department of Veterans Affairs website at www.cdva.ca.gov.