Telecommunications Technician Trainee

Exam Code: 4PB23

Department: California Governor’s Office of Emergency Services

Exam Type: Departmental, Open

Final Filing Date: Continuous

CLASSIFICATION DETAILS

Telecommunications Technician Trainee – $4,664.00 - $5,370.00 per month.

View the Telecommunications Technician Trainee classification specification.

APPLICATION INSTRUCTIONS

Final Filing Date: Continuous

Who Should Apply:

Applicants who meet the minimum qualifications as stated on this bulletin may apply for and take this examination.

Once you have taken this examination, you may not retake it for three (3) months.

How To Apply:

The link to connect to the Training and Experience Evaluation is located farther down on this bulletin in the “Taking the Exam” section.

Special Testing Arrangements:

If you require assistance or alternative testing arrangements due to a disability, please contact the testing department listed in the Contact section of this bulletin.

MINIMUM QUALIFICATIONS

All applicants must meet the education and/or experience requirements as stated on this exam bulletin to be accepted into the examination. Part-time or full-time jobs,
regardless of whether paid or volunteer positions, and inside or outside California state service will count toward experience.

Telecommunications Technician Trainee
All levels require possession of at least ONE valid certificate or license certified by the Department of General Services, Telecommunications Division, and industry accepted, qualifying the person to perform transmitter installation, operation, maintenance, and repair duties. Those certificates and licenses currently certified by the Telecommunications Division for meeting this qualification are:

1. FCC General Radiotelephone Operator License.
2. FCC 1st Class or 2nd Class Radiotelegraph Operator's Certificate.
5. NARTE Technician or Engineer Certificate with Applicable Job Specifications Endorsement(s).
6. DGS, Telecommunications Division, Technician Certification Program.

and

Education: Completion of a two-year technical curriculum in electronic technology at the community college level or equivalent. (Work experience in the field of electronic technology may be substituted for the required education on the basis of one year of experience being equivalent to one year of college.)

and

Possession of a valid California driver’s license of the appropriate class issued by the Department of Motor Vehicles. Applicants who do not possess the license will be admitted to the examination, but must secure the license prior to appointment.

POSITION DESCRIPTION

Telecommunications Technician Trainee
The performance of duties of positions in this series requires technical but nonprofessional engineering knowledge of electronics and ability to apply this knowledge to the construction, installation, maintenance, modification, and repair of analog and digital telecommunications equipment such as VHF and UHF radio equipment (mobile units, base stations, relay stations, portable and hand carried units), microwave, lightwave, information switching and carrier systems, closed circuit television systems, telemetry systems, intercom systems, radio control equipment, power supplies, antennas, masts, and related equipment and various electronic measuring and testing devices.

This is a subjourneyperson level for employees who have knowledge of and familiarity with electronic communications theory. Under close supervision, incumbents repair or
identify the more obvious malfunctions of telecommunication equipment including VHF and UHF. The Department will provide training to prepare Trainees for the journeyperson class.

**EXAMINATION SCOPE**

This examination consists of the following components:

**Training and Experience Evaluation** – Weighted 100% of the final score.

The examination will consist solely of a Training and Experience Evaluation. To obtain a position on the eligible list, a minimum score of 70% must be received. Applicants will receive their score upon completion of the Training and Experience Evaluation process.

In addition to evaluating applicants’ relative knowledge, skills, and ability, as demonstrated by quality and breadth of education and/or experience, emphasis in each exam component will be measuring competitively, relative job demands, each applicant’s:

Knowledge of:

1. Basic theory of radio communications and electronics;
2. Communications mathematics;
3. Safety procedures applicable to handling electrical energy and electromagnetic wave propagation.

Ability to:

1. Learn and develop the knowledge and abilities required for the journeyperson class.

**ELIGIBLE LIST INFORMATION**

A servicewide, open eligible list for the Telecommunications Technician Trainee classification will be established for:

State of California (all State of California departments, statewide)

The names of successful competitors will be merged onto the eligible list in order of final score regardless of exam date. Eligibility expires twelve (12) months after it is established. Applicants must then retake the examination to reestablish eligibility.

Veterans’ Preference will be granted for this examination. In accordance with Government Codes 18973.1 and 18973.5, whenever any veteran, or widow or widower of a veteran achieves a passing score on an open examination, he or she shall be ranked in the top rank of the resulting eligible list.
Veterans status is verified by the California Department of Human Resources (CalHR). Information on this program and the Veterans' Preference Application (Std. 1093) is available online. Additional information on veteran benefits is available at the Department of Veterans Affairs.

Career Credits will not be added to the final score for this exam, because it does not meet the requirements to qualify for Career Credits.

**EXAMINATION INFORMATION**

“STOP”

If you do not have one of the OFFICIAL certificates or licenses listed in the “minimum qualifications” section of this exam bulletin do not proceed with this examination until you do have the OFFICIAL certificate or license. Please contact California Governor’s Office of Emergency Services at (916) 845-8321 with any questions regarding the appropriate license.

**PREPARING FOR THE EXAMINATION**

Here is a list of suggested resources to have available prior to taking the exam.

**Employment History:** Employment dates, job titles, organization names and addresses, names of supervisors or persons who can verify your job responsibilities, and phone numbers of persons listed above.

**Education:** School names and addresses, degrees earned, dates attended, courses taken (verifiable on a transcript), persons or office who can verify education, and phone numbers of persons or offices listed above.

**Training:** Class titles, certifications received, names of persons who can verify your training, and phone numbers of persons listed above.

**TAKING THE EXAMINATION**

Take the online [Telecommunications Technician Trainee Training and Experience Evaluation](#).

**TESTING DEPARTMENTS**

State of California (all State of California departments)

**CONTACT INFORMATION**

Questions regarding this examination should be directed to:
California Governor’s Office of Emergency Services
Human Resources
Christina Harris
3650 Schriever Avenue
Mather, CA 95655

Email: Examinations@caloes.ca.gov, or Telephone: (916) 845-8321
CA Relay Service: (7-1-1)
Telecommunications Device for the Deaf (TTY) (916) 654-6336
TTY is a telecommunications device that is reachable only from phones equipped with a TTY device.

EQUAL OPPORTUNITY EMPLOYER

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right of 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.

DRUG-FREE STATEMENT

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 servants.

GENERAL INFORMATION

Examination and/or Employment Application (STD 678) forms are available at the California Department of Human Resources, local offices of the Employment Development Department, and through your CalCareer Account.

If you meet the requirements stated on this examination bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination described in this bulletin will be rated against a predetermined job-related rating, and all applicants who pass will be ranked according to their score.

The California Department of Human Resources (CalHR) 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 laws and rules and all applicants will be notified.

General Qualifications: Applicants must possess essential personal qualifications including integrity, initiative, dependability, good judgement, the 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. In open
examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

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) servicewide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on the bulletin.

High School Equivalence: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Education 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 competitor 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.