



DEPARTMENT OF DEVELOPMENTAL SERVICES
EXAMINATION ANNOUNCEMENT



CLINICAL LABORATORY TECHNOLOGIST

OPEN - SPOT

4SNAP

AN AFFIRMATIVE ACTION EMPLOYER - EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE, OR 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 SERVANTS

SPOT FOR: SONOMA DEVELOPMENTAL CENTER

FINAL FILING DATE: CONTINUOUS FILING

Applications (Form STD-678) will be accepted on a continuous basis. There is no final filing date. Examinations will occur at the request of the Hiring Authority if a sufficient candidate pool exists.

Applications may be downloaded from the California Department of Human Resources at <http://www.calhr.ca.gov>. Applications (Form STD-678) are available and MUST be filed in person or by mail with:

Sonoma Developmental Center
Human Resources Examination Department – Room 124
15000 Arnold Drive
P.O. Box 1493
Eldridge, CA 95431

DO NOT SUBMIT APPLICATIONS TO THE CALIFORNIA DEPARTMENT HUMAN RESOURCES

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.

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

QUALIFICATIONS APPRAISAL: Interviews will be held at the discretion of the hiring authority when a sufficient candidate pool exists.

SALARY RANGES: A: \$4,016 - \$5,028 per month
B: \$4,409 - \$5,521 per month

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION:

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

IT IS YOUR RESPONSIBILITY TO MAKE SURE YOU MEET THE EDUCATION AND/OR EXPERIENCE REQUIREMENTS STATED BELOW. YOUR SIGNATURE ON YOUR APPLICATION INDICATES THAT YOU HAVE READ, UNDERSTOOD, AND POSSESS THE BASIC QUALIFICATIONS REQUIRED. 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 possessing qualifying experience amounting to 50% of the required time of Pattern I and additional qualifying 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.

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 possessing qualifying experience amounting to 50% of the required time of Pattern I, and additional qualifying 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

Possession of a clinical laboratory technologist's license or a similar license of equal or higher level issued by the State Department of Health Services. (Applicants who do not possess the required license will be admitted to the examination but must secure the license before they will be considered eligible for appointment.)

DEFINITION:

Under the supervision of a supervisory clinical laboratory technologist, to perform technical work in a clinical laboratory; and to do other related work.

DISTINGUISHING CHARACTERISTICS:

The classes in the clinical laboratory technologist series differ in the following respects: Employees in the entering level class of Clinical Laboratory Technologist are fully qualified journeyman workers performing all technical phases of clinical laboratory work, but ordinarily without responsibility for the laboratory program of the institution or clinic, or for the supervision of other technical workers. They work under the supervision of technologists of a higher grade.

TYPICAL TASKS:

Makes bacteriological analyses of specimens for suspected communicable diseases such as diphtheria, typhoid, tuberculosis, malaria, rabies, and syphilis; makes chemical analyses of blood and urine; prepares culture media, stains, reagents, and stock solutions; makes blood counts; sets up, operates, cleans, and cares for laboratory equipment and apparatus; sterilizes glassware, tubes, and instruments; makes fecal examinations; collects gastric specimens; prepares pathological tissue specimens; cares for guinea pigs, mice, and other laboratory animals; keeps records of tests made.

EXAMINATION INFORMATION:

This examination will consist of a Qualifications Appraisal Interview. 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%

Knowledge of:

- 1. Principles and practices of clinical laboratory work and the use and care of laboratory equipment;
- 2. Preparation, mounting and staining of specimens;

SEE REVERSE FOR ADDITIONAL INFORMATION

- 3. Laboratory apparatus, serological, bacteriological, and biochemical tests and analyses, including Wassermann and Widal tests.

Skill in:

- 1. Preparing, mounting, and staining specimens, reading tests and recognizing the normal and abnormal, setting up laboratory apparatus, and making quick and accurate serological, bacteriological, and biochemical tests and analyses, including Wassermann and Widal tests.

Ability to:

- 1. Follow directions.

If conditions warrant, this examination may utilize an evaluation of each candidate's experience and education compared to a standard developed from the class specification. For this reason, it is especially important that each candidate take special care in accurately and completely filling out their application. List all experience relevant to the "Requirements for Admittance to the Examination" shown on this announcement, even if that experience goes beyond the seven-year limit printed on the applications. Supplementary information will be accepted, but read the "Requirements for Admittance to the Examination" carefully to see what kind of information will be useful to the staff doing the evaluation.

SPECIAL PERSONAL CHARACTERISTICS:

Keeness of observation; ability to distinguish colors, and freedom from communicable diseases.

ELIGIBLE LIST INFORMATION:

An open eligible list will be established for Sonoma Developmental Center only. Eligibility expires 24 months after it is established unless the needs of the service and condition of the list warrant a change in this period. Transfer of list eligibility will be restricted.

BACKGROUND INVESTIGATION:

Competitors who are successful in this examination will be required to complete (prior to an appointment in this class) a background investigation document, on which information regarding certain arrests (regardless of conviction) and felony convictions must be divulged. Information collected on this document is distinct from that required on the Standard Application for Examination, (Form STD-678) that is completed prior to the examination. The hiring agency uses the information obtained on the background investigation document to conduct background investigations and/or to determine an individual suitability for employment.

VETERAN'S PREFERENCE:

Veterans' preference credits will be added to the final score of those competitors who are successful in this examination and who qualify for, and have requested, these points.

GENERAL INFORMATION

It is the candidate's responsibility to contact the Department of Developmental Services' Testing Office three days prior to the test date if he/she has not received his/her notice. For an examination without a written feature it is the CANDIDATE'S RESPONSIBILITY to contact the Department of Developmental Services' Testing Office three weeks after the final filing date if he/she has not received a progress notice. If a candidate's notice of oral interview, EDA, performance test fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

Applications are available at the California Department of Human Resources, local offices of the Employment Development Department and the testing Department noted on the reverse. If you meet the requirements stated on the reverse side, you may take this examination, which is competitive. Possession of the entrance requirement does not assume a place on the eligible list. Your performance in the examination described on the reverse side of this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

THE STATE PERSONNEL 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 laws and rules and all competitors will be notified.

EXAMINATION LOCATIONS: Locations of interviews may be limited or extended as conditions warrant. **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. Eligible lists will expire in from one to four years unless otherwise stated on this bulletin.

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. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

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

HIGH SCHOOL EQUIVALENCE: Equivalence to completion of the 12th 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 the 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.

FAIRVIEW
DEVELOPMENTAL CENTER
2501 Harbor Boulevard
Costa Mesa, CA 92626
Public: (714) 957-5121
TDD: (714) 957-5246

LANTERMAN
DEVELOPMENTAL CENTER
3530 Pomona Boulevard
Pomona, CA 91768
Public: (909) 595-1221
TDD: (909) 595-3971

PORTERVILLE
DEVELOPMENTAL CENTER
26501 Avenue 140
Porterville, CA 93258
Public: (209) 782-2087
TDD: (209) 781-7822

SONOMA
DEVELOPMENTAL CENTER
15000 Arnold Drive
Eldridge, CA 95431
Public: (707) 938-6538
TDD: (707) 938-6200