



AGRICULTURAL PEST CONTROL SPECIALIST

Class Code: 0647 - Exam Code: 6FA02

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|-----------------------------|---|
| Opening Date: | 02/19/16 |
| Closing Date: | 03/11/16 |
| Type of Examination: | Departmental Open |
| Salary: | A - \$3,000-\$3,757 B - \$3,261-\$4,081 |
| Employment Type: | Permanent Full-time Permanent Part-time Permanent Intermittent Limited Term Full-time Limited Term Part-time Limited Term Intermittent |
| Exam Type: | Statewide |

EQUAL EMPLOYMENT OPPORTUNITY

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.

DRUG FREE STATEMENT

It is an objective of the State of California to achieve a drug-free state workplace. 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.

WHO CAN APPLY

Applicants who meet the minimum qualifications as stated below may apply for this examination at any time and who have not taken this examination within the last 12 months. **ONCE YOU HAVE TAKEN THE EXAMINATION, YOU MAY NOT REAPPLY FOR TWELVE (12) MONTHS.**

HOW TO APPLY

Submit a Standard State Application (STD. form 678) and the Supplemental Application to the address indicated below. **DO NOT SUBMIT APPLICATIONS TO THE CALIFORNIA DEPARTMENT OF HUMAN RESOURCES (CalHR).**

- Standard State Application (STD. form 678) is available through the internet at <http://jobs.ca.gov/Public/StateForms.aspx>.

HOW TO APPLY CONTINUED

- Supplemental Application is attached below. Applicants who do not submit a Supplemental Application will be disqualified.
- All applications must include “to” and “from” dates (month/day/year) and time base.
Applications received without this information may be rejected.
- Resumes **will not** be accepted in lieu of a completed State Application, (STD. form 678)
- Your signature on your application indicates that you have read, understood, and possess the basic qualifications required. Only applications with original signature will be accepted.

WHERE TO APPLY**HAND DELIVER OR MAIL TO:**

California Department of Food and Agriculture
Examination Unit, Attn: Darlene Hayashi
1220 N Street, Room 242
Sacramento, CA 95814
(916) 403-6584

NOTE: Facsimiles (FAX) or emailed applications will not be accepted under any circumstances.

FINAL FILE DATE

Final Filing Date: Friday, **March 11, 2016.**

Applications must be **POSTMARKED** no later than the Final Filing Date, Friday, **March 11, 2016.** Applications personally delivered or received via interoffice mail must be received by 5:00 p.m. on the final filing date. Any applications received after the final filing date will not be accepted for any reason.

TEST DATE

It is anticipated that the examination will be sometime in April or May 2016.

TESTING METHOD

The testing method used may be one or a combination of the following: **ORAL OR WRITTEN EXAMINATION, EDUCATION & EXPERIENCE OR SUPPLEMENTAL APPLICATION.**

ELIGIBLE LIST INFORMATION

A Departmental “Open” list will be established for the California Department of Food and Agriculture. The eligible list will be abolished **12** months after it is established **unless** the needs of the service and conditions of the list warrant a change in this period.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION

All applications must meet the education and/or experience requirements as stated on this examination announcement. Your signature on your application indicates that you have read, understood, and possess the basic qualifications required.

MINIMUM QUALIFICATIONS**Either I**

Experience: Six months of experience performing the duties of an Agricultural Services Technician II, Range B, in California state service. and

Education: Equivalent to completion of nine semester units of college level course work in job-related sciences. (Applicants who are enrolled for the minimum appropriate college courses required may be admitted to the examination, but must show proof of completion before they will be considered eligible for appointment.)

Or II

Two years of experience in agricultural work. At least six months or two full seasons of this experience must have been performing agricultural pest control duties. (Up to one and one-half years of college may be substituted on a year-for-year basis for the nonspecialized agricultural work experience.)

Or III

Three months (one full season) performing agricultural pest control duties, and the equivalent of a two-year degree with a major in agriculture or one of the life sciences. (This Pattern may not be combined on a proportional basis with Pattern I or II.) and

Additional Desirable Qualification: Experience in a responsible lead capacity or as a supervisor.

POSITION DESCRIPTION

This is the combined recruiting, training and journey level in this class.

As a trainee, incumbents work under close supervision in learning and carrying out a variety of the less complex tasks which include planned procedures in the control and eradication of agricultural pests and the leading of field crews, typically made up of seasonal employees.

As a journey person, under general supervision, the incumbent performs the full range of technical control and eradication regulatory duties including the more difficult work, and performs lead duties including guiding and training lower level and seasonal employees. Incumbents may also coordinate and direct the work of other Agricultural Pest Control Specialists, Range B, on a short-term, temporary basis.

EXAMINATION INFORMATION

This examination will consist of a Supplemental Application – weighted 100%. Competitors who do not return the Supplemental Application will be disqualified.

Supplemental Application - Weighted 100%

The California Department of Food and Agriculture and 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 competitors will be notified.

KNOWLEDGE AND ABILITIES

KNOWLEDGE OF:

1. Current methods, terminology, materials, and equipment used in the survey, control or eradication of agricultural pests;
2. Pesticide regulations, safety techniques, and requirements;
3. Applicable sections of the Food and Agriculture Code;
4. The pests involved in current control and eradication project within the State.

ABILITY TO:

1. Communicate at a level required for successful job performance;
2. Service and maintain pest control equipment;
3. Make or direct emergency repairs to equipment in the field;
4. Lead field crews and maintain discipline;
5. Keep time records;
6. Prepare field operation reports;
7. Carry out oral and written instructions;
8. Make minute visual observations;
9. Learn and carry out varied tasks in biological fieldwork;
10. Work effectively with county, Federal and industry personnel;
11. Maintain cooperative relations with those contacted in the work.

SPECIAL PERSONAL CHARACTERISTICS

Willingness to travel and work irregular hours.

EDUCATION AND EXPERIENCE

If conditions warrant, this examination may utilize an evaluation of each competitor’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 his or her 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 application. 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.

VETERANS’ PREFERENCE

Veterans’ Preference will be granted for this examination. Effective January 1, 2014, in accordance with Government Codes 18973.1 and 18973.5, whenever any veteran, widow or widower of a veteran, or spouse of a 100 percent-disabled veteran achieves a passing score on an open examination, he or she shall be ranked in the top rank of the resulting eligibility list. This section shall not apply to any veteran who has been dishonorably discharged or released.

CAREER CREDITS

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

CONTACT INFORMATION

If you have any questions regarding this announcement, please contact:

The California Department of Food and Agriculture, Examination Unit
1220 N Street, Room 242
Sacramento, CA 95814
Attn: Darlene Hayashi at (916) 403-6584 or darlene.hayashi@cdfa.ca.gov.

GENERAL INFORMATION

If you meet the requirements stated on this 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 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 California Department of Food and Agriculture 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.

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. If an offer of employment is made, 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 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 (1) to four (4) years unless otherwise stated on this bulletin.

Veterans' Preference: Effective January 1, 2014, in accordance with Government Code 18973.1 and 18973.5, Veterans' Preference will be awarded 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. And 3.) Veterans' Preference is not granted once a person achieves permanent civil service status.

Veteran status is verified by the California Department of Human Resources (CalHR). Directions to apply for Veterans' Preference are on the Veterans' Preference Application (Std. Form 1093), which is available at <http://jobs.ca.gov/Job/VeteransInformation>, and the Department of Veterans Affairs.

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device
TTY number: 1-800-735-2929 FROM VOICE PHONES: 1-800-735-2922

**CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE
SUPPLEMENTAL APPLICATION EXAMINATION FOR**

AGRICULTURAL PEST CONTROL SPECIALIST

The California Department of Food and Agriculture's (CDFA) Agricultural Pest Control Specialist examination is being given on a Departmental Open Statewide basis. The examination will consist solely on this Supplement Application.

This Supplemental Application is designed to elicit a range of specific information regarding each candidate's knowledge, skills, abilities, and experience to effectively perform the duties relative to the classification. The information you provide will be evaluated using predetermined rating criteria. This Supplemental Application will account for 100% of the weight of your examination for this classification. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained. If successful, your name will be merged onto a list based on your final score.

Resumes, letters of reference, and other materials will not be evaluated or considered as responses to items in the Supplemental Application.

A "631 Location Preference Form" is included in this supplemental application to allow you to select the location(s) in which you are interested in working. You will not be scored on the "631 Location Preference Form".

NOTE: FAILURE TO ACCURATELY AND PROPERLY COMPLETE THIS SUPPLEMENTAL APPLICATION WILL RESULT IN YOUR ELIMINATION FROM THIS EXAMINATION.

THIS AFFIRMATION MUST BE COMPLETED:

I hereby certify and understand that the information provided by me on this Supplemental Application is true and complete to the best of my knowledge and contains no willful misrepresentation or falsifications. I understand this information may be verified at any time. I also understand that if it is discovered that I have made any false representations, I will be removed from the examination process, removed from the list resulting from this examination, and may not be allowed to compete in future examinations for State employment and I may be subject to prosecution for misdemeanor or felony offenses under California Law. Additionally, State employees may have adverse action taken against them up to and including dismissal.

Your signature (Required): _____ **Date:** _____

Print your name (Required): _____

YOUR COMPLETED (STD. 678) STANDARD STATE APPLICATION AND SUPPLEMENTAL APPLICATION **MUST BE POSTMARKED NO LATER THAN, FRIDAY, MARCH 11, 2016.**

Return your completed Supplemental Application to the address below:

**California Department of Food and Agriculture
Human Resources Branch
Attn: Darlene Hayashi
[darlene.hayashi @cdfa.ca.gov](mailto:darlene.hayashi@cdfa.ca.gov)
(916) 403-6584**

**Agricultural Pest Control Specialist
Supplemental Application**

PART II

| INSTRUCTIONS: For each item listed below in rows "1 through 23 ", place ONE "X" in the Knowledge column which most accurately represents the knowledge you have with the following tasks. Also, for each item listed below in rows "1 through 23", place ONE "X" in the Experience column which most accurately represents the experience you have with the following tasks. NOTE: Credit will not be given for items not marked. | | Knowledge | | | | Experience | | | |
|--|---|---|--|---|--|---|---|---|--|
| | | I have little or no knowledge related to this task but would be willing to learn. | I have basic knowledge in this area; I could perform this task with supervision. | I have moderate knowledge in this area; I could perform this task independently but may require some additional training. | I have advanced knowledge in this area; I could perform this task with no additional training. | I have little or not experience performing this task but I would be willing to learn. | I have some experience performing this task but I could benefit from additional training. | I have performed this task many times and do not require any additional training. | This is an area of expertise for me and I have trained others in how to perform this task. |
| Header | | | | | | | | | |
| 1. | Oversee and monitor staff in the mixing, loading, storage, and application of pesticides, storage and proper use of Personal Protective Equipment to promote and provide a safe work environment utilizing Pesticide Label and Safety Data Sheets (SDS), Injury Illness Prevention Program, manuals, facility operational procedures, laws, rules, and regulations. | | | | | | | | |
| 2. | Prepare job assignments, including vehicle, personnel, and equipment needs for control, prevention, detection, eradication, survey, and/or emergency project activities to establish, maintain and enhance operations. | | | | | | | | |
| 3. | Plan, direct, review and monitor the work of staff in inspection, survey, detection, prevention, eradication, and/or control of pests. Utilize judgment and initiative to identify, analyze, and solve problems involved in planning and decision making. | | | | | | | | |
| 4. | Lead the work of an inspection, survey, and/or prevention/eradication/control program, which includes prioritizing work assignments for office and/or field personnel. | | | | | | | | |
| 5. | Observe and maintain the safety and security of persons, property, and workplace equipment to ensure a safe and secure environment in accordance with laws, rules, policies and procedures. | | | | | | | | |

Agricultural Pest Control Specialist Supplemental Application

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| 6. | Review work of personnel and perform quality control to verify assignments are accurate, complete, and in compliance with established protocols. | | | | | | | | |
| 7. | Handle and use pesticides in a safe and effective manner. | | | | | | | | |
| 8. | Follow directions of any assigned lead or supervisor and adapt to changing work demands and priorities. | | | | | | | | |
| 9. | Maintain accurate records in order to comply with laws, rules, regulations, and retain historical data utilizing computer data systems and/or paper filing systems on a continuous basis. | | | | | | | | |
| 10. | Prepare written documents including; forms, reports, correspondence, justifications, etc., to provide data/information to staff/management, public, governmental agencies etc. | | | | | | | | |
| 11. | Oversee, organize, and/or perform maintenance on equipment which may include; pumps, tanks, and other spray equipment; insect production and release equipment; greenhouse equipment; water treatment and monitoring equipment; environmental measurement equipment; or other equipment to ensure safety, proper operation and storage. | | | | | | | | |
| 12. | Maintenance of vehicle(s), including; inspecting for oil, coolant, brake fluid, functioning lights, proper tire inflation, ensuring vehicle is clean inside and out. | | | | | | | | |

Agricultural Pest Control Specialist Supplemental Application

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| | | I have little or no knowledge related to this task but would be willing to learn. | I have basic knowledge in this area; I could perform this task with supervision. | I have moderate knowledge in this area; I could perform this task independently but may require some additional training. | I have advanced knowledge in this area; I could perform this task with no additional training. | I have little or not experience performing this task but I would be willing to learn. | I have some experience performing this task but I could benefit from additional training. | I have performed this task many times and do not require any additional training. | This is an area of expertise for me and I have trained others in how to perform this task. |
| 13. | Regularly provide job training to personnel in aspects of inspection, survey, control, detection, prevention, and/or eradication activities by teaching proper work techniques, safety procedures, pesticide laws and regulations, and/or workplace policies and procedures. | | | | | | | | |
| 14. | Provide direction and training to personnel to ensure assignments are understood and tasks are completed. | | | | | | | | |
| 15. | Provide guidance and information to ensure safety of staff, public, and environment. Help identify and respond to hazardous or environmentally sensitive areas that need to be avoided or protected. | | | | | | | | |
| 16. | Order/request supplies and equipment to maintain a well-equipped office and ensure staff have the materials necessary to perform assigned tasks. | | | | | | | | |
| 17. | Utilize Geographical Information System (GIS), Global Positioning System (GPS), mapping software, paper maps, etc. to assist with trapping, survey, prevention, eradication, control, and/or emergency activities. | | | | | | | | |
| 18. | Operate office equipment such as copiers, computers, smart phones, tablets, scanners, fax machines, telephones, calculators etc. | | | | | | | | |

Agricultural Pest Control Specialist Supplemental Application

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|---|--|---|--|---|--|---|---|---|--|
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| 19. | Communicate in a clear, concise, and respectful manner, both orally and in writing, with a variety of individuals including; management, staff, public, government agencies, etc., to seek or share information. Establish and maintain effective working relationships. | | | | | | | | |
| 20. | Promote and enforce equal opportunity by maintaining a work environment that is free of discrimination and harassment. | | | | | | | | |
| 21. | Foster teamwork by motivating and encouraging staff to work together to maintain good working relationships. | | | | | | | | |
| 22. | Appropriately handle stressful situations in the workplace in a professional and tactful manner by utilizing effective interpersonal skills and techniques. | | | | | | | | |
| 23. | Participate in and/or coordinate meetings with staff, government personnel, the public, homeowners, growers, etc., in order to share and receive information and provide updates regarding current work. | | | | | | | | |

**Agricultural Pest Control Specialist
Supplemental Application**

PART III

NARRATIVE QUESTIONS:

You are being given five (5) questions on the following pages for which you are to provide a narrative response.

Instructions

- Your response to each question **must** be handwritten, **no** typewritten or photocopied responses will be accepted.
- **You may only use a pen or pencil.**
- Limit your responses to the space provided.
- No additional pages will be accepted or considered for responses.
- You will be evaluated on content, grammar, spelling, and neatness of your answer in addressing each question.

**Agricultural Pest Control Specialist
Supplemental Application**

Question #1:

There are many harmful insect pests and plant diseases that put California's environment and economy at risk. List the names of target pests and diseases included in the California Department of Food and Agriculture's detection and emergency projects.

**Agricultural Pest Control Specialist
Supplemental Application**

Question #2:

As an Agricultural Pest Control Specialist, your crew has been assigned to apply pesticides at a residence where two Mediterranean Fruit Flies were found in a trap and treatment is mandatory. An official notice was left 48 hours prior to treatment. When you and your crew arrive at the property for the first application, the homeowner refuses treatment. List the steps you would take to gain homeowner consent to treat the property?

**Agricultural Pest Control Specialist
Supplemental Application**

Question #3:

What actions would you take in the event of a pesticide spill?

**Agricultural Pest Control Specialist
Supplemental Application**

Question #4:

What items should your treatment crew have in their possession prior to spraying a pesticide to limit endangering persons, property, and the environment?

**Agricultural Pest Control Specialist
Supplemental Application**

Question #5:

List the tools and techniques involved in conducting survey, sampling, or monitoring for a moth species.

**Agricultural Pest Control Specialist
Supplemental Application**

**California Department of Food and Agriculture
Agricultural Pest Control Specialist
(631 LOCATION PREFERENCE FORM)**

Please check the location(s) where you will accept employment.

- Fresno (1000)
- Kern (1500)
- Hawaii (0000)
- Imperial (1300)
- Lake County (1700)
- Los Angeles (1900)
- Orange (3000)
- Riverside (3300)
- Sacramento (3400)
- San Diego (3700)
- Santa Barbara
- Santa Clara (4300)
- Stanislaus (5000)
- Tulare (5400)
- Ventura (5600)

PRINT YOUR NAME

SIGNATURE