



SENIOR PLANT TAXONOMIST

Class Code: 0486 - Exam Code: 6FA17

Opening Date:	05/20/16
Closing Date:	06/17/16
Type of Examination:	Departmental Open
Salary:	A - \$5,427 - \$6,747 B - \$5,690 - \$7,073 C - \$5,957 - \$7,420
Employment Type:	Permanent Full-time Permanent Part-time Permanent Intermittent Limited Term Full-time Limited Term Part-time Limited Term Intermittent
Exam Type:	Spot/Sacramento

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. This is a Departmental Open Spot examination. Applications will not be accepted on a promotional basis. Career credits do not apply.

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 <https://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.

WHERE TO APPLY

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

By e-mail: exams@cdfa.ca.gov

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

FINAL FILE DATE

Final Filing Date: **Friday, June 17, 2016.**

Dates printed on Mobile Bar Codes, such as the Quick Response (QR) Codes available at the USPS are not considered Postmark dates for the purpose of determining timely filing of an application.

All applications must be received by the Final Filing Date, **Friday, June 17, 2016.** Mailed applications must be **POSTMARKED** no later than the Final Filing Date. 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 July or August 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.

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

NOTE: SUBMISSION OF TRANSCRIPTS IS REQUIRED TO VERIFY THE EDUCATION REQUIREMENT. FAILURE TO DO SO MAY RESULT IN A DELAY OF YOUR APPROVAL TO COMPETE IN THE EXAMINATION.

Either I

Experience: Three years of professional experience in work pertaining to the identification and research of plants gained after obtaining a master's degree. and Education: Possession of a Master's Degree or its equivalency from an accredited college or university or an equivalent degree approved by the California Superintendent of Public Instruction under the provisions of California Education Code Section 94310(b) in botany or a related science.

OR II

Experience: One year of professional experience in work pertaining to the identification and research of plants gained after obtaining a doctoral degree. **and**

Education: Possession of a Doctoral Degree or its equivalency from an accredited college or university or an equivalent degree approved by the California Superintendent of Public Instruction under the provisions of California Education Code Section 94310(b) in botany or a related science. (A minimum of five years of additional identification and research experience in botany may be substituted for the doctoral degree.)

POSITION DESCRIPTION

Under general administrative direction in the Division of Plant Industry of the Department of Food and Agriculture, to identify and classify plants; to plan, organize and direct operational and/or administrative functions and research projects relative to plant identification; and to do other related work.

Supplies technical information and identifies plants for county departments of agriculture; trains county departments of agriculture in weed identification; has responsibilities for follow-up field surveys with the State weed pest detection activities; maintains and catalogs the State herbarium; researches and evaluates the economic importance of new weed species; assists veterinarians in cases of livestock poisoning by supplying information as to the toxic constituents of plants and by making field studies of the circumstances leading to the poisoning of livestock; keeps abreast of technical/scientific developments and exchanges information with other scientists to keep State programs up to date; conducts highly specialized and complex research; serves as an expert witness in hearings and other civil actions; attends and addresses meetings and conferences; prepares technical articles for publication; and writes letters and reports.

POSITION DESCRIPTION CONTINUED

The term "Research", as applied to this class series, is characterized in part by the following attributes:

1. Application of the scientific method including definition of the nature and scope of the problem; development of hypotheses for study, design, and execution of experiments or investigations; analysis and interpretation of findings; and documentation and appropriate dissemination of results.
2. A requirement for the exercise of creativity and critical judgment in selecting appropriate problems for study, in selecting or devising appropriate methods for study and analysis, and in interpreting results to achieve maximum understanding of and applicability to the problem.

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.

SCOPE OF EXAM AND KNOWLEDGE, SKILLS AND ABILITIES

In addition to evaluating the competitor's relative abilities as demonstrated by quality and breadth of experience, emphasis in the examining interview will be on measuring competitively, relative to job demands, each competitor's:

KNOWLEDGE OF:

1. Principles and terminology of systematic botany; Flora of the Pacific Coast area;
2. Botanical literature;
3. Techniques of collecting, preparing, and cataloging botanical specimens and maintaining an herbarium; Laboratory techniques and methods;
4. Current research literature and trends applicable to the research area;
5. Principles and procedures of research planning, design, methodology, and analysis;
6. Methods of preparation of research reports;
7. Statistical method and procedures and data processing techniques;
8. Demonstrate professional competence as a taxonomist.

ABILITY TO:

1. Identify plants from herbaceous specimens;
2. Develop and maintain an herbarium;
3. Establish and maintain effective working relationships with other staff members, Federal and county personnel, and research workers;
4. Communicate effectively at a level required for successful job performance;
5. Do highly specialized analysis and research;
6. Interpret provisions of the California Food and Agricultural Code and applicable rules and regulations;
7. Supervise and train techniques and other personnel in associated tasks;

SCOPE OF EXAM AND KNOWLEDGE, SKILLS AND ABILITIES CONTINUED

8. Apply principles of evaluation, training and management;
9. Prepare and present technical/scientific reports and papers for publication;
10. Utilize and apply effectively required technical/scientific knowledge and skills.

ADDITIONAL DESIRABLE QUALIFICATIONS

In appraising the relative qualifications of candidates, consideration will be given to those applicants possessing in-depth knowledge of plant taxonomy. A record demonstrating expertise in this specialty, including publication of scientific papers, oral presentations at professional meetings, participation in seminars, etc., over and above that required in the "Minimum Qualifications" will be given additional consideration.

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. 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
SENIOR PLANT TAXONOMIST**

The California Department of Food and Agriculture's (CDFA) Senior Plant Taxonomist examination is being given on a Departmental Open/Spot/Sacramento basis. The examination will consist solely on this Supplemental 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.

NOTE: FAILURE TO COMPLETE AND RETURN THIS SUPPLEMENTAL APPLICATION MAY 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 supplemental application will not be scored if you do not provide your name.

Return your completed Supplemental Application AND your completed Standard State Application (Std. Form 678) to the address below by Friday, June 17, 2016:

Dates printed on Mobile Bar Codes, such as the Quick Response (QR) Codes available at the USPS are not considered Postmark dates for the purpose of determining timely filing of an application.

**California Department of Food and Agriculture
Human Resources Branch
Attn: Darlene Hayashi
1220 N Street, Room 242
Sacramento, CA 95814**

Senior Plant Taxonomist Supplemental Application

PART II

INSTRUCTIONS: For each item listed below in rows "1 through 26", 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 26", 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			
		No Knowledge – I have no knowledge of how to perform this task or what it may entail.	Basic/Limited knowledge- I have some knowledge of how to perform this task, but may require additional instruction to apply my knowledge effectively.	Moderate Knowledge - I possess a sufficient knowledge level that would allow me to perform this task successfully.	Extensive Knowledge - I could effectively perform this action under the majority of circumstances or situations encountered; and I could instruct others on specific aspects of this action.	No experience – I have no experience performing this task.	Some Experience – I have less than one year experience performing this task.	Moderate Experience - I have more than one year and less than three years of experience performing this task.	Extensive Experience - I have performed this task three or more years.
1.	Make identifications of vascular plant specimens at all life stages including both native and foreign in origin.								
2.	Keep abreast of the information in scientific publications in relation to pest plants.								
3.	Accumulation of knowledge about plant systematics and diversity.								
4.	Collaborate with others in areas relating to plant behavior and identification.								
5.	Develop new identification methods or resources for various plant groups.								
6.	Locate and retrieve electronic data from various sources for botanical work.								
7.	Identify digital images of plant specimens including partial specimens.								
8.	Use of specialized equipment such as microscopes, chemical softening agents, comparative collections, etc. to make plant identifications.								
9.	Communicate and cooperate in a professional and effective manner with coworkers, supervisors, and others.								

**Senior Plant Taxonomist
Supplemental Application**

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10.	Provide expert scientific consultation on botanical issues.								
11.	Maintain botanical literature used for all botanical tasks.								
12.	Record, review, update, and maintain data and records related to plant identification, distribution, and behavior.								
13.	Develop, curate, and manage a working Herbarium used in identification and research.								
14.	Maintain and organize collection of digital plant images used for all botanical tasks.								
15.	Conduct field work to build the resource base of plant specimens of both native and foreign origin to be housed in a public Herbarium.								
16.	Curatorial practices including collecting specimens, acquiring and recording collection data, mounting and labeling specimens, and systematically organizing the dried plant collections.								
17.	Prepare detailed and complete reports or publications resulting from your botanical work.								

Senior Plant Taxonomist Supplemental Application

INSTRUCTIONS: For each item listed below in rows "1 through 26", 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 26", 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			
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18.	Study various groups of plants contributing to understanding their taxonomy, including the discovery and description of new species.								
19.	Development of identification tools to plant species.								
20.	Participate in collaborative research projects in botanical taxonomy.								
21.	Publish botanical research results, particularly taxonomic, in peer-reviewed scientific journals.								
22.	Prepare research proposal and grant applications to obtain funding from external agencies including the National Science Foundation and the United States Department of Agriculture.								
23.	Provide peer review for manuscripts submitted to scientific journals by other scientists.								
24.	Participate in various professional meetings and societies including involvement in committees and working groups in areas of expertise.								
25.	Maintain professional contacts with scientific colleagues throughout the world.								
26.	Develop and give training sessions or workshops on identification of plants.								

**Agricultural Pest Control Specialist
Supplemental Application**

PART III

NARRATIVE QUESTIONS:

You are being given three (3) questions on the following page for which you are to provide a narrative response.

Instructions

- Your response to each question **MUST** be typewritten on letter-sized (8.5"x11") paper, using Times New Roman 11, single spaced, and not less than 1" margins.
- **No handwritten responses will be accepted.**
- Limit your response to each of the three (3) questions to one page per question.
- No additional pages will be accepted or considered for responses.
- Your responses to each question will be evaluated on content, grammar, and spelling of your answers in addressing each question.

**Senior Plant Taxonomist
Supplemental Application**

Question #1:

List and describe the procedures for making a morphological identification of a plant specimen.

Question #2:

Here are examples of the language of systematic botany. Please answer the following two questions.

1. Please describe the meaning of each.
 - A. Holotype
 - B. Syntype
 - C. Lectotype
 - D. Neotype
 - E. Paratype
 - F. Topotype
 - G. Isotype
 - H. Nomenclatural synonym (homotypic synonym)
 - I. Taxonomic synonym (heterotypic synonym)
 - J. Legitimate
 2. What is the resource botanists use to assess whether a name is available for use?
-

Question #3:

You are given the four following species authorships (assume they are all validly published according to the ICN rules). Please answer the following three questions.

- A. *Poa elegans* Michx. ex Brown, 1805
- B. *Poa elegans* Michx. in Brown, 1805
- C. *Poa elegans* (Michx.) Brown, 1810
- D. *Poa elegans* Michx., 1803

1. Give the defining nomenclatural term and the meanings of each of these name citations.
2. If these were actual names, which one would be appropriate for use?
3. What does Michx. stand for and where are his type specimens housed?