



DEPARTMENT OF DEVELOPMENTAL SERVICES  
EXAMINATION ANNOUNCEMENT

**SENIOR PSYCHIATRIC TECHNICIAN**

OPEN

6SNBJ

State of California is an equal opportunity employer, 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 SERVANTS.

<b>EXAMINATION TYPE</b>	This is an <b>OPEN</b> examination for the <b>SONOMA DEVELOPMENTAL CENTER</b>
<b>WHO SHOULD APPLY?</b>	<b>INDIVIDUALS MUST MEET THE MINIMUM QUALIFICATIONS</b>
<b>WHERE TO APPLY</b>	<p><b>MAIL EXAMINATION DOCUMENTS TO:</b></p> <p><b>SONOMA DEVELOPMENTAL CENTER</b> Porter Administration Building Examination Unit, Room 124 15000 Arnold Drive Eldridge, CA 95431 <b>ATTN: JUSTINA GERAGHTY</b></p> <p><b><u>Faxed or emailed applications will not be accepted.</u></b> Do not submit applications to the California Department of Human Resources or the State Personnel Board.</p>
<b>POSITION LOCATION(S)</b>	Sonoma Developmental Center
<b>FINAL FILE DATE</b>	<b>Continuous Filing</b>
<b>SALARY RANGE</b>	\$3546.00 – \$6109.00
<b>TESTING INFORMATION</b>	<p>The examination is a <b>QUALIFICATIONS AND APPRAISAL INTERVIEW – Weighted 100%</b></p> <p><b>In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained.</b></p> <p>Veterans’ preference will be granted in this examination.</p>
<b>ELIGIBLE LIST INFORMATION</b>	A departmental open eligible list will be established and used to fill vacancies at Sonoma Developmental Center. Candidates may apply for the exam once within a 12-month period. The names of persons successful in this exam will be merged onto an eligible list in order of final score.

<b>REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION</b>	All applicants must meet the education and/or experience requirements listed below under "MINIMUM QUALIFICATIONS" for the classification by the final file date of the examination. It is your responsibility to make sure you meet the education and/or experience requirements stated on this announcement on the date you submit your application.
<b>MINIMUM QUALIFICATIONS</b>	Possession of a valid license to practice as a Psychiatric Technician issued by the California Board of Vocational Nurse and Psychiatric Technician Examiners. and One year of experience performing the duties of a Psychiatric Technician in a California state hospital.
<b>SPECIAL PERSONAL CHARACTERISTICS</b>	An interest in and a willingness to work with mentally or developmentally disabled clients, emotional stability; patience; tolerance; tact; alertness; neat personal appearance; hearing and vision required for successful job performance.
<b>SPECIAL PHYSICAL CHARACTERISTICS</b>	Possession and maintenance of sufficient strength, agility, and endurance to perform during physically, mentally, and emotionally stressful and emergency situations encountered on the job without endangering the health and well-being of the incumbent, fellow employees, patients, or the public.

<p><b>EXAMINATION SCOPE</b></p>	<p><b><u>KNOWLEDGE OF:</u></b></p> <p>Knowledge of: Fundamentals of nursing care; basic general behavioral and psychiatric nursing procedures; daily living care requirements and mental health principles and techniques involved in the care and treatment of individuals or groups of mentally or developmentally disabled clients; current first-aid methods; cardiopulmonary resuscitation; Management Assaultive Behavior techniques; medical terminology; pharmacology; hospital procedures; techniques of effective supervision; the department's Affirmative Action Program objectives; a supervisor's role in the Affirmative Action Program and the processes available to meet affirmative action objectives.</p> <p><b><u>ABILITY TO:</u></b></p> <p>Supervise the work and development of a group of nursing staff; apply basic nursing knowledge, skills and attitudes; establish effective therapeutic relationships with mentally or developmentally disabled clients; recognize symptoms requiring medical or psychiatric attention; think and act quickly in emergencies; work with a treatment team to provide occupational, recreational, vocational and educational therapy programs for clients; follow directions; keep appropriate records; develop clear and concise reports of incidents; analyze situations accurately and take effective action; effectively contribute to the department's affirmative action objectives.</p>
<p><b>BACKGROUND INVESTIGATION</b></p>	<p>Competitors who are successful in this examination will be required to complete (prior to appointment) a background investigation document, 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, and the Criminal Record Supplemental Questionnaire (CRSQ) that is filled out 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's suitability for employment.</p>

<p><b>GENERAL INFORMATION:</b></p>	<p>It is the <b>CANDIDATE'S RESPONSIBILITY</b> to contact the Department of Developmental Services' Testing Office four weeks after the final filing date if he/she has not received a progress notice. Applications are available at the California Department of Human Resources website: <a href="http://www.calhr.ca.gov">www.calhr.ca.gov</a>. 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 guarantee a place on the eligible list. All candidates who pass will be ranked according to their scores.</p> <p><b>THE STATE PERSONNEL BOARD</b> 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.</p> <p><b>ELIGIBLE LISTS:</b> 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 oldest must be used first. Eligible lists will expire in from one to four years unless otherwise stated on this bulletin.</p> <p><b>GENERAL QUALIFICATIONS:</b> 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 <b>the ability</b> 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.</p> <p><b>RESTRICTED TRANSFER OF LIST ELIGIBILITY</b> Transfer of list eligibility is restricted. You should take this examination <b>ONLY</b> if you intend to work at SDC. Transfer of list eligibility will be permitted between spot lists provided the requesting eligible can show "proof of change in residence" after the final file date of this examination. "Proof of change in residence" shall be defined as providing a copy of utility bill (e.g. gas, electric, telephone) reflecting the requesting eligible name, new address and start date of new service</p>
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**FAIRVIEW  
DEVELOPMENTAL CENTER**  
2501 Harbor Boulevard  
Costa Mesa, CA 92626  
Public: (714) 957-5121  
TDD: (714) 957-5246

**PORTERVILE  
DEVELOPMENTAL CENTER**  
26501 Avenue 140  
Porterville, CA 93258  
Public: (559) 782-2087  
TDD: (559) 781-7822

**SONOMA  
DEVELOPMENTAL CENTER**  
15000 Arnold Drive  
Eldridge, CA 95431  
Public: (707) 938-6692  
TDD: (707) 938-6200

**CANYON SPRINGS  
COMMUNITY FACILITY**  
69-696 Ramon Rd.  
Cathedral City, CA 92334  
Public: (760) 770-6260  
TDD: (760) 770-2590