



## OPEN EXAMINATION ANNOUNCEMENT

### **SENIOR ARCHITECT** **Salary Range: \$8,122 - \$10,166**

**Final Filing Date: Cut-off dates will be scheduled periodically.**

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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.

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.

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#### **WHO MAY APPLY**

This is an OPEN examination for the Office of Statewide Health Planning & Development (OSHPD). Anyone who meets the minimum qualifications as stated below may apply. Applications will not be accepted on a promotional basis. Career credits will not be granted for this examination.

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#### **HOW TO APPLY**

State Examination and/or Employment Applications (Std. 678) are available on the Internet at <http://jobs.ca.gov/Profile/StateApplication> or upon request from the OSHPD Exam Unit, and may be filed in person or by mail. Résumés alone will not be accepted. Applications must be POSTMARKED no later than the final filing date. Applications postmarked or personally delivered to the OSHPD Human Resources Office (hours are 8:00 AM to 5:00 PM) after the final filing date will not be accepted for any reason. **EMAILED OR FAXED APPLICATIONS WILL NOT BE ACCEPTED.** Submit completed application to:

**Office of Statewide Health Planning & Development**  
**Human Resources Services**  
**Attention: Exam Unit**  
**400 R St, Suite 359**  
**Sacramento, CA 95811-6213**

**\*\*\*AMENDED - Please note: Applications for the current testing cycle must be postmarked by May 18, 2015.**

If you have questions concerning this examination, please contact:  
**Gail Johnson at (916) 326-3274.**

California Relay (Telephone) Service for the Deaf and Hard of Hearing: 711  
From TDD/VCO/HCO phones: 1-800-735-2929

TDD/VCO/HCO is a Telecommunications Device for the Deaf and Hard of Hearing, and is reachable only from phones equipped with a TDD device.

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**REQUIRED IDENTIFICATION**

Accepted applicants are required to bring either a photo identification card or two forms of signed identification when required to appear for the examination.

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**SPECIAL TESTING ARRANGEMENTS**

If you have a disability and need special testing arrangements or other reasonable accommodation, mark the "Yes" box for question #2 on page 1 of the application. You will be contacted in advance of the exam date to ensure that proper accommodations are made. If you have not been contacted prior to receiving a notice to appear for the examination, please contact the OSHPD Exam Unit at (916) 326-3288.

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**REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION**

Applicants must meet the experience/education requirements by the cut-off date of **May 18, 2015**. Your signature on your application indicates that you have read, understood, and do possess the 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 1", or "Or 2", etc. For example, candidates who possess qualifying experience amounting to 50% of the required time of Pattern 1, and additional experience amounting to 50% of the required time of Pattern 2, may be admitted to an examination as meeting 100% of the overall experience requirement.

Applications/résumés **MUST** contain the following information: **"to" and "from" dates (month/day/year), hours per week, and civil service class title(s) and range, if applicable.** Applications received without this information may be rejected.

**If education is required to meet the minimum qualifications**, include on the application (top of page 2): the name and location of the institution(s); course of study; units completed (semester/quarter); diploma, degree, or certificate obtained; and date completed. **Applicants who are hired from this employment list must provide their official transcripts from the applicable institution(s) if education is used to meet the minimum qualifications.**

Acceptable course work and degrees must be completed at a regionally accredited institution. Course work completed in other states is acceptable as long as the institution holds regional accreditation through an accrediting body. Course work and degrees completed outside of the United States must be from an accredited institution or be evaluated by an approved foreign transcript evaluation agency before they may be used for credentialing purposes.

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**MINIMUM QUALIFICATIONS**

Possession of a valid certificate of registration as an Architect issued by the California State Board of Architectural Examiners is required. (Applicants who are eligible to apply for registration will be admitted into the examination but must possess a valid certificate of registration to be eligible for appointment.)

**Either I**

Two years of experience in California state service performing the duties of an Associate Architect or Architectural Project Production Analyst.

**Or II**

**Experience:** Five years of experience in an architectural office, at least three years of which shall have involved responsible planning and designing of major buildings; **and**

**Education:** Equivalent to graduation from college with major work in architecture. (Additional qualifying experience may be substituted for the required education on a year-for-year basis.)

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**THE POSITION**

Incumbents, under general direction, create architectural plans and designs for buildings and groups of buildings which have difficult architectural problems; direct the work of design and planning teams.

**Position exists in Sacramento and Los Angeles with the Office of Statewide Health Planning and Development.**

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**EXAMINATION INFORMATION**

This examination will consist of:

- A. A qualifications appraisal interview weighted 100%, **or**
- B. A supplemental application examination weighted 100 %, **or**
- C. An evaluation of each candidate's experience and education weighted 100%.

If interviews are conducted, the interview will include a number of predetermined job-related questions. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained in the qualification appraisal interview, the supplemental application examination, or the education and experience process. **CANDIDATES WHO DO NOT APPEAR FOR THE INTERVIEW WILL BE DISQUALIFIED.**

**NOTE:** 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 filling out his or her application accurately and completely. List all experience relevant to the "Minimum Qualifications" shown on this announcement, even if that experience goes beyond the seven-year limit printed on the application.

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**INTERVIEW SCOPE****Knowledge of:**

- 1. Architecture, architectural practice, details of planning and designing of public buildings, and groups of buildings
- 2. Architectural and building materials
- 3. Costs, codes, and construction methods
- 4. Structural, electrical, and mechanical engineering as related to buildings
- 5. Methods of organization and personnel management

**Ability to:**

- 1. Make and analyze comprehensive architectural designs
  - 2. Present information clearly and effectively in pictorial and written forms
  - 3. Analyze situations accurately, and adopt an effective course of action
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**ELIGIBLE LIST INFORMATION**

An **OPEN** eligible list will be established for OSHPD. Names of successful candidates will be merged into the list in order of final score order regardless of the date eligibility is established. Eligibility expires 12 months after it is established.

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**VETERANS' PREFERENCE / CAREER CREDITS**

Veterans' Preference: Effective January 1, 2014, Veterans' Preference will be awarded to qualifying veterans who are successful in the examination in the form of rank placement rather than points. All individuals awarded Veterans' Preference will be certified in rank 1 of the eligibility list, regardless of score. All open exams/eligible lists will award Veterans' Preference, regardless of the classification. 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.

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## General Information

**If the candidate's notice of the Qualifications Appraisal Panel interview appointment** fails to reach him/her 3 days prior to the day of the exam, it is the candidate's responsibility to contact the Office of Statewide Health Planning and Development to notify the exams unit and request exam information.

**Applications are available** at the California Department of Human Resources (CalHR) office, at local offices of the Employment Development Department, from the OSHPD Exam Unit, or on the Internet at <http://jobs.ca.gov/Profile/StateApplication> .

**If you meet the requirements** as stated on this bulletin, you may take the 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 Office of Statewide Health Planning & Development (OSHPD)** 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 revisions will be in accordance with the civil service laws and rules, and all competitors will be notified.

**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.

**Veterans' Preference:** Effective January 1, 2014, in accordance with Government Codes 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 veteran's preference.

2. An entrance examination is defined, under the law, as any open competitive examination.

3. Veterans Preference is not granted once a person achieves permanent civil service status.

The California Department of Human Resources (CalHR) has information on how to apply for Veterans Preference on their website at <https://jobs.ca.gov/> and on the Application for Veterans Preference form (CalHR 1093). Additional information is also available at the Department of Veterans Affairs website at [www.cdva.ca.gov](http://www.cdva.ca.gov)

**General Qualifications:** Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and the ability to work cooperatively with others, as well as a state of health consistent with the ability to perform the assigned duties of the class.