POSITION INFORMATION
Positions currently exist with the California Correctional Health Care Services at:
- California Medical Facility in Vacaville, California
- California Health Care Facility in Stockton, California
- Salinas Valley State Prison in Soledad, California

Please only take this examination if you are interested in working at this location.

A Health and Safety Officer, under general direction in a correctional facility, plans, conducts, and evaluates a comprehensive environmental and occupational health and safety program to promote a safe working environment; conducts an employee Return-to-Work and Disaster Prevention Program; implements, conducts, and evaluates health-and safety-related training programs; assesses risk for safety issues as they relate to and impact patient care, buildings, grounds, and occupants; evaluates internal physical system; and does other related work.

SALARY AND BENEFIT INFORMATION
Currently, as of July 1, 2017: $5,176 - $6,431 per month

For a summary of benefits, visit the California Department of Human Resources at:

WHO CAN APPLY
All applicants who meet the education and/or experience requirements as stated below may apply.

MINIMUM QUALIFICATIONS
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,” “II,” or “III,” etc. For example, candidates who possess qualifying experience amounting to 50% of the required time of Pattern I and additional 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.

Either I
In the California state service, one year of experience performing the duties equivalent to a Staff Services Analyst, Range C. (Persons applying experience toward this pattern must have had a full-time assignment in California state service performing health and safety activities.)
MINIMUM QUALIFICATIONS (Continued)

Or II
Experience: Two years of increasingly responsible technical program experience beyond the trainee level in environmental health or occupational safety improvement activities. (Experience in a capacity other than safety officer in a large Government agency or major private industry is considered qualifying if health or safety activities occupied a major portion of the time.) And

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

EXAMINATION INFORMATION
This examination consists of a Training and Experience Assessment weighted 100%. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained.

TRAINING AND EXPERIENCE ASSESSMENT
WEIGHTED 100%

Knowledge of:
1. Principles and techniques of industrial health and safety;
2. Training methods and techniques;
3. California laws, including Workers’ Compensation, relating to safety;
4. Principles of supervision;
5. Statistical methods;
6. A supervisor’s responsibility for promoting equal opportunity in hiring, employee development, and promotion and for maintaining a work environment that is free of discrimination and harassment.

Ability to:
1. Organize health and safety programs;
2. Evaluate results of health and safety programs;
3. Conduct studies and surveys to determine problems and to make recommendations for solutions;
4. Develop and maintain cooperative working relationships.
5. Speak and write effectively;
6. Effectively promote equal opportunity in employment and maintain a work environment that is free of discrimination and harassment.
Health and Safety Officer

California Correctional Health Care Services’ vision is to provide constitutionally adequate medical care to patient-inmates of the California Department of Corrections and Rehabilitation within a delivery system the State can successfully manage and sustain.

HOW TO APPLY AND TEST
Submit a State Application (Std. Form 678) and Training and Experience Assessment (T&E) for this examination either by mail or in person to the address listed below. The Std. Form 678 can be found at www.jobs.ca.gov. The T&E for this examination can be found on our website at http://www.cphcs.ca.gov/careers.aspx or a copy can be obtained by calling (916) 691-5894.

By mail:
California Correctional Health Care Services
Examination Services, Bldg. D1
P.O. Box 588500
Elk Grove, CA 95758

In person:
California Correctional Health Care Services
8280 Longleaf Drive
Suite 101 Drop Box
Elk Grove, CA 95758

If you are personally delivering your application, you must do so between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. Do not submit applications to the California Department of Human Resources.

Only applications with an original signature will be accepted.

The testing period for this examination is six (6) months. Once you have taken the examination, you may not retest for six (6) months.

If you have a disability and need special testing arrangements, please contact the California Correctional Health Care Services’ Examination Services at (916) 691-5894 to make specific arrangements.

ELIGIBLE LIST INFORMATION
The resulting eligible list will be established to fill vacancies at California Medical Facility in Vacaville, California, California Health Care Facility in Stockton, California, and Salinas Valley State Prison in Soledad, California within the California Correctional Health Care Services. Names of successful candidates are merged onto the list in order of final scores, regardless of date. Eligibility expires 12 months after it is established, unless the needs of the service and conditions of the list warrant a change in the period. Competitors must then retake the T&E to re-establish list eligibility.

VETERAN’S PREFERENCE AND CAREER CREDITS
Veteran’s Preference will be awarded in this examination. All persons who successfully pass this examination, who qualify for, and have requested Veteran’s Preference will be placed in Rank 1 of the respective eligibility list, regardless of score. Career Credits will not be granted in this examination.
Applications are available at the State's career website at jobs.ca.gov, local offices of the Employment Development Department, the California Correctional Health Care Services, and at the California Department of Corrections and Rehabilitation.

If you meet the requirements stated in this bulletin, you may take this examination, which is competitive. Possession of the entrance requirement(s) does not assure a place on the eligible list. All candidates who pass the examination described in this bulletin will be ranked according to their scores.

Eligible Lists: Eligible lists established by a 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.

The California Correctional Health Care Services 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 civil service laws and rules and all competitors will be notified.

General Qualifications: Competitors must possess essential personal qualifications including integrity, initiative, dependability, good judgment, 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, an investigation may be made of employment records and personal history, and fingerprinting may be required.

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 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 (high school is four years).

Veteran’s Preference: California law allows the granting of Veteran’s Preference to any veteran, widow, or widower of a veteran, or spouse of a 100% disabled veteran who achieves a passing score in any Open examination to be ranked in the top rank of the resulting eligibility list. Directions to apply for Veteran’s Preference are on the Veteran’s Preference Application (CalHR 1093) which is available from Department of Human Resources at http://jobs.ca.gov/job/VeteransInformation and the Department of Veterans Affairs at www.cdva.ca.gov. Veteran’s Preference is not granted once a person achieves permanent civil service status.

It is an objective of the State of California to achieve a drug-free 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. Only individuals lawfully authorized to work in the United States will be hired.

For Current Examination Information, call (916) 691-5894 or 1-877-793-4473

California Relay Service for the Deaf or Hearing Impaired: 1-800-735-2929

This bulletin cancels and supersedes all previously issued bulletins.