



CALIFORNIA DEPARTMENT OF HUMAN RESOURCES

## **SENIOR ENVIRONMENTAL SCIENTIST – (SUPERVISORY)**

**Exam Code: 0PBAP**

**Department:** State of California  
**Exam Type:** Servicewide, Open  
**Final Filing Date:** Continuous

### **CLASSIFICATION DETAILS**

Senior Environmental Scientist (Supervisory) – \$9,268.00 - \$11,522.00 per month

View [the Senior Environmental Scientist \(Supervisory\) classification specification.](#)

If you have tested for the Senior Environmental Scientist (Supervisory) classification as part of the Senior Environmental Scientist (Specialist & Supervisory) exam in the previous 12 months, it may be too early for you to take this exam.

Please check your CalCareer account for the retake date on your exam results notification for this classification BEFORE continuing this exam process. Retaking this exam under another or a new User I.D. and password, Social Security Number (voluntary, not required, information), or name is not allowed.

### **APPLICATION INSTRUCTIONS**

Final Filing Date: Continuous

#### **Who Should Apply:**

Applicants who meet the minimum qualifications as stated on this bulletin may apply for and take this examination.

Once you have taken this examination, you may not retake it for **twelve (12) months**.

#### **How To Apply:**

The link to connect to the Training and Experience Evaluation is located further down this bulletin under the “Taking the Exam” area.

**Special Testing Arrangements:**

If you require assistance or alternative testing arrangements due to a disability, please contact the testing department listed in the Contact Information section of this bulletin.

**MINIMUM QUALIFICATIONS**

All applicants must meet the education and/or experience requirements as stated on this exam bulletin to be accepted into the examination. Part-time or full-time jobs, regardless of whether paid or volunteer positions, and inside or outside California state service will count toward experience.

**All Levels:**

**Education:** Possession of a bachelor's or advanced degree with a major in a biological, chemical, physical, or environmental science, soil science, water science, hydrology, agronomy, natural resource science, environmental or public health, physical geography, or a closely related scientific discipline. (Admission to a masters or doctoral degree program in a biological, chemical, physical, or environmental science, soil science, water science, hydrology, agronomy, natural resource science, environmental or public health, physical geography, or a closely related scientific discipline shall be considered to meet these education qualifications.)

**Senior Environmental Scientist (Supervisory)**

**Either 1**

Experience: Two years of experience in the California state civil service performing the duties of an Environmental Scientist, Range C.

**Or 2**

Experience: Five years of increasingly responsible professional experience as a scientist in environmental analysis, research, management, planning, regulation, or investigation, two years of which have included responsibility in the development or implementation of environmental policies, programs, plans, or research projects; or conducting an environmental monitoring and surveillance, enforcement, or environmental management program; or in the direction of the work of a multidisciplinary environmental investigatory or regulatory staff, at a level equivalent to that of an Environmental Scientist, Range C, in the California state civil service. Possession of a master's degree in a biological, chemical, physical, or environmental science, soil science, water science, hydrology, agronomy, natural resource science, environmental or public health, physical geography, or a closely related scientific

discipline may be substituted for one year of the required general experience; possession of a doctorate in the above-named disciplines may be substituted for two years of the general experience.

## **POSITION DESCRIPTION**

### **Senior Environmental Scientist (Supervisory)**

This is the first supervisory level of the series. Incumbents supervise and direct the work of professional or technical staff, are responsible for staff development, performance evaluation, program budgeting, and work force planning, and do other related work. Incumbents performing in this capacity have the authority and responsibility in the interest of management to recruit, hire, transfer, suspend, lay off, recall, promote, discharge, assign, reward, or discipline employees. Incumbents have the responsibility to direct employees, adjust employee grievances, or effectively recommend such actions.

## **EXAMINATION SCOPE**

This examination consists of the following components:

**Training and Experience Evaluation** – Weighted 100% of the final score.

The examination will consist solely of a **Training and Experience Evaluation**. To obtain a position on the eligible list, a minimum score of 70% must be received. Applicants will receive their score upon completion of the Training and Experience Evaluation process.

In addition to evaluating applicants' relative knowledge, skills, and ability, as demonstrated by quality and breadth of education and/or experience, emphasis in each exam component will be measuring competitively, relative job demands, each applicant's:

### **Knowledge of:**

- State and federal environmental and local public health laws and regulations.
- Quality assurance and/or quality control procedures for scientific projects.
- Air, land, and/or water use principles, planning and practices with reference to their general effect on human health, natural resources, and/or the environment.
- Basic concepts of environmental planning, economics, and resource management planning and techniques to forecast projects' needs, resources, and timelines.
- Data collection techniques to ensure the accurate collection of data for research and monitoring activities.

- Land conservation and environmental management principles (e.g., soil, water, forestry, botany, wildlife) to maintain environments and species.
- Scientific research principles and methods to ensure the integrity and validity of collected data.
- The sciences (e.g., biology, chemistry, physics, microbiology) pertaining to environmental protection and public health.
- Soil and irrigation sciences, biological systems, hydrology, and/or geology as they pertain to resource management, environmental protection and public health.
- The basic principles of statistical analysis methods and techniques to interpret and understand research and environmental documents.
- Supervisory principles, practices, and techniques to oversee the work activities of employees to ensure the unit/branch operates effectively and complies with all applicable laws.

**Ability to:**

- Collect environmental, regulatory, and scientific samples by following data collection procedures and protocols.
- Conduct and interpret scientific studies and research for environmental analyses.
- Analyze and interpret scientific data to extract or identify key issues and draw conclusions.
- Read and evaluate written documents of varying levels of complexity for consistency with the goals, policies, and procedures of environmental programs.
- Exercise sound judgment when making decisions in accordance with program or work unit goals and objectives.
- Review and interpret scientific and environmental reports to make recommendations based upon documented data and information.
- Analyze situations to determine and implement appropriate courses of action.
- Develop innovative solutions for difficult and/or sensitive environmental management problems.
- Apply scientific methods or principles to test hypotheses and/or conduct analyses.
- Interpret and apply provisions of environmental laws and regulations when completing project work.
- Edit written documents to ensure proper use of grammar, punctuation, sentence structure, and spelling.
- Write complex scientific and technical documents (e.g., reports, project summaries, program status reports, journal papers) to clearly communicate methods, analyses, findings, and recommendations.

- Write detailed and specific procedures and processes outlining the steps to follow in completing departmental, program, and/or project tasks.
- Communicate effectively in person to staff, management, the public, and other interested parties.
- Deliver oral presentations to audiences with varying levels of understanding.
- Maintain the confidentiality of sensitive and confidential information obtained through the course of completing assignments.
- Facilitate meetings in a manner that ensures the discussion stays focused on the topic and encourages active participation by all attendees.
- Establish and maintain cooperative working relationships with management, staff, public entities, and interested parties.
- Lead and motivate others in the completion of program and work activities.
- Work in a variety of environments (e.g., laboratory, rough terrain, inclement weather, extreme temperatures) in a safe manner.
- Effectively manage time with multiple assignments and deadlines to ensure timely completion of projects.
- Manage projects including project planning/development, organization evaluation, and cost of time and materials to establish realistic timelines for project completion.
- Monitor, track, and document employee performance using employee performance evaluations and/or probationary reports to ensure performance is recorded accurately and it meets quality, quantity, and timeliness standards.
- Coach and mentor staff to develop skills, improve staff performance, and promote career development.
- Assign and delegate work to subordinate employees to ensure the unit/department operates effectively.
- Establish priorities and manage the staff and resources necessary to maximize the productivity and/or effectiveness of the unit/branch.
- Perform oversight on projects ensuring that end products or services are delivered on schedule, within the established budget, and in compliance with applicable laws.

### **Additional Desirable Qualifications**

#### **All Levels:**

In appraising the relative qualifications of candidates, consideration will be given to the extent and type of pertinent experience and education over and above that required under "Minimum Qualifications. Experience in management, research, planning, or consultation in environmental programs, demonstrated environmental management

skills, and knowledge of broad principles of economics, social science, and political science will be given preference.

Some positions within the Department of Health Services may require possession of a valid certificate of registration as an Environmental Health Specialist in the State of California pursuant to California Health and Safety Code Sections 514-534.

## ELIGIBLE LIST INFORMATION

A departmental, open eligible list for the **Senior Environmental Scientist (Supervisory)** classification will be established for:

### State of California

The names of **successful** competitors will be merged onto the eligible list in order of final score regardless of exam date. Eligibility expires **twelve (12) months** after it is established. Applicants must then retake the examination to reestablish eligibility.

Veterans' Preference will be granted for this examination. In accordance with Government Codes 18973.1 and 18973.5, whenever any veteran, or widow or widower of a veteran achieves a passing score on an open examination, he or she shall be ranked in the top rank of the resulting eligible list.

Veterans status is verified by the California Department of Human Resources (CalHR). Information on this program and [the Veterans' Preference Application](#) (Std. form 1093) is available online. Additional information on veteran benefits is available at the Department of Veterans Affairs.

## EXAMINATION INFORMATION

[Preview of the Senior Environmental Scientist \(Supervisory\) Training and Experience Evaluation](#)

## PREPARING FOR THE EXAMINATION

Here is a list of suggested resources to have available prior to taking the exam.

**Employment History:** Employment dates, job titles, organization names and addresses, names of supervisors or persons who can verify your job responsibilities, and phone numbers of persons listed above.

**Education:** School names and addresses, degrees earned, dates attended, courses taken (verifiable on a transcript), persons or office who can verify education, and phone numbers of persons or offices listed above.

**Training:** Class titles, certifications received, names of persons who can verify your training, and phone numbers of persons listed above.

## TAKING THE EXAMINATION

Take [the Senior Environmental Scientist \(Supervisory\) examination](#).

## TESTING DEPARTMENTS

State of California (all State of California departments)

## CONTACT INFORMATION

If you have any **technical** questions concerning this examination bulletin, please contact:

California Department of Human Resources  
Attn: Examination Services  
1515 S Street  
Sacramento, CA 95811  
Phone: 1-866-844-8671  
California Relay Service: 1-800-735-2929 (TTY), 1-800-735-2922 (Voice)

TTY is a Telecommunications Device for the Deaf, and is reachable only from phones equipped with a TTY Device.

## EQUAL OPPORTUNITY EMPLOYER

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.

## DRUG-FREE STATEMENT

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.

## GENERAL INFORMATION

Examination and/or Employment Application (STD 678) forms are available at the California Department of Human Resources, local offices of the Employment Development Department, and through your [CalCareer Account](#).

If you meet the requirements stated on this examination 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 described in this bulletin will be rated against a predetermined job-related rating, and all applicants who pass will be ranked according to their score.

The California Department of Human Resources 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 applicants will be notified.

**General Qualifications:** Applicants must possess essential personal qualifications including integrity, initiative, dependability, good judgement, the 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, 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) servicewide 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 one to four years unless otherwise stated on the bulletin.

**High School Equivalence:** Equivalence to completion of the 12<sup>th</sup> grade may be demonstrated in any one of the following ways: 1) passing the General Education 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 competitor 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.