



Senior Mineral Resources Engineer

EXAM CODE:	3LN05
EXAM TYPE:	OPEN/SPOT
LOCATION:	Los Angeles & Orange County
SALARY INFORMATION:	\$12,167.00 - \$15,234.00
CLASS & SCHEM CODE:	3794 – HV70
BULLETIN RELEASE DATE:	March 15, 2023

EQUAL OPPORTUNITY & DRUG FREE STATEMENTS

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.

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.

FINAL FILING DATE

APRIL 12, 2023

State examination applications packages (STD form 678 and SLC 312) must be postmarked or submitted in person or by email no later than the FINAL FILING DATE. Applications postmarked, personally delivered, or emailed after the final filing date will not be accepted for any reason. **FAXED APPLICATIONS WILL NOT BE ACCEPTED.**

WHO SHOULD APPLY

This is an announcement for an open spot Training & Experience (T&E) examination. Candidates who meet the minimum qualifications, as stated below, may apply for this examination.

We value diversity at all levels and are committed to fostering an inclusive environment where our employees from different backgrounds, cultures, and experiences are able to



leverage their strengths and unique insights to further the Commission's mission and thrive.

HOW TO APPLY

Interested applicants must submit a completed [Standard State Application \(STD 678\)](#) along with a completed [Qualifications Assessment](#). Examination Packages must be received or postmarked on or before **April 12, 2023**. Emailed application packages must be received by 11:59 pm on the final filing date or the package will be late. 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. **Application packages must be submitted by one the following methods:**

(Preferred)

Email to: Personnel.Exams@SLC.ca.gov

Mail to:

California State Lands Commission
Attn: Human Resources Office
100 Howe Ave, Suite 100 South
Sacramento, CA 95825

Deliver in person to:

California State Lands Commission
1700 Pacific Coast Highway
Huntington Beach, CA 92648

The [Standard State Application \(STD 678\)](#) is available at www.calcareers.ca.gov.

The [Qualification Assessment](#) is available at www.slc.ca.gov under Employment.

Please Note:

- Applications must include “to” and “from” dates; hours worked; civil service class titles; and an original signature.
- Applicants must provide employment history on their STD. 678 application form. Attaching a resume or cover letter does not take place of the employment history sections on the STD. 678. Incomplete STD. 678 application forms may not be considered.
- Applicants using education to meet Minimum Qualifications must provide a copy of their official transcripts along with their application package for the universities/colleges attended where the coursework or degree was earned. Applicants providing copies of international transcripts may need to provide an evaluation/translation from an educational credentials evaluation service to ensure all coursework can be verified by the Commission. Applications received without this information may be rejected.
- Communication regarding this examination will be sent via email to the email address provided on your State application (STD. 678). If you would like to opt of email communications, please notify the HR office by email at Personnel.Exams@slc.ca.gov or by mail to 100 Howe Ave, Suite 100 South, Sacramento, CA 95825 with the attention to the Human Resources Office.



PLEASE DO NOT SEND APPLICATIONS TO CalHR OR THE STATE PERSONNEL BOARD.

SPECIAL TESTING ARRANGEMENTS

If you have a disability and need special testing arrangements, mark the appropriate box in Question 10 of the Standard State Application (STD 678). You will be contacted to make specific arrangements.

SALARY RANGE

\$12,167.00 - \$15,234.00 Per Month

The salaries used in this exam announcement are the latest available from the State Controller's Office and may not reflect recent salary adjustments.

ELIGIBLE LIST INFORMATION

Eligibility expires 12 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.

POSITION DESCRIPTION

This is the first full supervisory level. Plans, organizes, and directs the work of mineral resources engineers and subprofessional assistants engaged in the administration and control of leases for the extraction of oil, gas, geothermal and other minerals on State-owned or controlled lands. Prepares technical reports in connection with oil, gas, geothermal and other mineral extraction operations; evaluates staff performance, provides staff training, and furnishes assistance on difficult technical problems; is responsible for the development of highly specialized information relating to the production of oil, gas, geothermal and other minerals on State-owned or controlled lands.

POSITION(S) MAY EXIST IN LONG BEACH, CA OR HUNTINGTON BEACH, CA

EXAMINATION ADMITTANCE REQUIREMENTS

NOTE: All applicants must meet the minimum qualifications for this examination at the time of application package submission.

EITHER I

Experience: Two years performing the duties of an Associate Mineral Resources Engineer in the California state service.



OR II

Experience: Four years of engineering experience in oil or gas field work in drilling or production operations, or in the technical inspection of such operations, or in the production of other mineral resources. (At least two years of this experience must have been in work comparable to that of an Associate Engineer in the California state service.)

AND

Education: Equivalent to graduation from college with major work in mining or petroleum engineering or a closely related field. (Additional qualifying experience may be substituted for the required education on a year-for-year basis.) (Registration as a Senior in a recognized college will admit applicants to the examination, but they must produce evidence of graduation before they can be appointed.)

EXAMINATION INFORMATION

Training and Experience (T&E) Qualifications Assessment – Weighted 100%

This examination consists of a T&E Qualifications Assessment which is the sole component of the examination. To obtain a position on the Eligible List, you must attain a minimum rating of 70%.

When completing the Qualifications Assessment, months of experience must be calculated based on full time (40-hour work week) experience and be pro-rated for part time experience.

Competitors who do not submit a complete application package as indicated will be disqualified.

SCOPE OF EXAMINATION

In addition to evaluating the competitors' 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:

Ability to:

1. Prepare and interpret engineering and geologic reports, maps, graphs, and other statistical data relating to oil, and geothermal operations and the extraction of other minerals.
2. Prepare clear and concise correspondence and reports relating to oil, gas, and geothermal operations or the extraction of other minerals.
3. Analyze data and prepare reports of technical inspections.
4. Direct the work of others.



5. Analyze situations accurately and adopt an effective course of action.
6. Establish and maintain cooperative relations with those contacted in the work.
7. Plan, direct, and coordinate the work of an engineering staff.
8. Effectively contribute to the department's Equal Employment Opportunity objectives.

Knowledge of:

1. California law regulating the drilling, maintenance, and operation of oil, gas, and geothermal wells and the extraction of other materials.
2. Principles, methods, equipment, and terminology of petroleum engineering, mining technology, and geology.
3. The provisions of the Public Resources Code governing lands under the jurisdiction of the California State Lands Commission.
4. Oil, gas, and geothermal reservoir characteristics or behavior, and methods of estimating mineral reserves.
5. Methods and equipment used in such operations and their safety and legality.
6. Methods of oil, field construction and operation.
7. Department's Equal Employment Opportunity Program objectives.
8. A manager's role in the EEO Program and the processes available to meet Equal Employment Opportunity Program objectives.

VETERAN'S PREFERENCE

Veterans' Preference Credit **will be granted** in this exam in accordance with Government Code 18973.1 and 18973.5.

NOTE: Applicants with Veteran's Preference must submit a copy of their California Department Human Resources Veteran's Preference approval letter along with their Standard State Application (STD. 678). For more information on how to apply for Veteran's Preference please visit:

<https://calcareers.ca.gov/CalHRPublic/Landing/Jobs/VeteransInformation.aspx>

CAREER CREDITS

Career Credit Points **will not be granted** in this examination.

GENERAL INFORMATION

The California State Lands Commission 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.

For any examination without a written feature, it is the candidate's responsibility to contact the Human Resources Office of the California State Lands Commission, at 916-



574-1910 or by email at Personnel.Exams@SLC.ca.gov, three weeks after the final filing date if he/she has not received a progress notice.

Applications are available at California State Lands Commission (CSLC) offices, the CSLC website: www.slc.ca.gov, local office of the Employment Development Department, California Human Resources (CalHR), and the CalHR website at www.calcareers.ca.gov.

If you meet the requirements stated on the reverse, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the Eligible List. All candidates who pass will be ranked according to their scores.

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 classification.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. Ordinarily, qualifications appraisal interviews are scheduled in Sacramento, Hercules and Los Angeles. However, locations of interviews may be limited or extended as conditions warrant.

If a candidate's notice of examination fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

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 Eligible List. 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 this bulletin. In the case of continuous testing examinations, names are merged into the appropriate lists in order of final test scores (except as modified by Veteran's preference credits) regardless of the date of the test, and the resulting Eligible Lists will be used only to fill vacancies in the area shown on the bulletin.

Promotional Examinations Only: Competition is limited to employees who have a permanent civil service appointment. Under certain circumstances other employees may be allowed to compete under provisions of Rules 234, 235, 235.2. State Personnel Board Rules 233, 234, 235, 235.2 and 237 contain provisions regarding civil service status and eligibility for promotional examinations. These rules may be reviewed at departmental personnel offices or at the Information Counter of State Personnel Board offices.

Veterans' Preference Points: Effective January 1, 2014, in accordance with Government Code 18793.1 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/released. Directions to apply for Veterans' Preference are on the Veterans' Preference Application (Std. Form 1093), which is available at the Department of Veterans Affairs or via download from:

<https://calcareers.ca.gov/CalHRPublic/Landing/Jobs/VeteransInformation.aspx>. Due to



changes in laws effective January 1, 1996, VETERANS WHO HAVE ACHIEVED PERMANENT CIVIL SERVICE STATUS ARE NOT ELIGIBLE TO RECEIVE VETERANS' CREDIT.

Career Credits: In open, non-promotional examinations, career credits are granted to: 1) State employees with permanent civil service status, 2) full-time employees of the state who are exempt from State civil service pursuant to the provisions of Section 4 of Article VII of the California Constitution, and who meet all qualification requirement specified by the Board and have 12 consecutive months of service in an exempt position, and 3) individuals who have served one full year in, or are graduates of, the California Conservation Corps (eligibility shall expire 24 months after graduation from the California Conservation Corps). Three points are added to the final test score of those candidates who meet the above criteria, and who are successful in the examination. Such examinations cannot be for managerial positions described in Government Code Section 3513. Competitors not currently employed in state civil service who have mandatory reinstatement rights may also be eligible for career credits, but they must explain their service status in the appropriate section of the application Form 100-678. (Section 4 of Article VII of the California Constitution is posted at the State Personnel Board, 801 Capitol Mall and Sacramento). TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device. California Relay Telephone Service for the Deaf or hearing impaired: From TDD phones: 1-800-735-2929; From Voice phones: 1-800-735-2922.

For information regarding this examination, please contact the California State Lands Commission Human Resources Office at 916-574-1910 or by email at Personnel.Exams@SLC.ca.gov.

(Rev 04/01/2021)