## CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION WWW.CDCR.CA.GOV



# Plumber 2, Correctional Facility (CF) Qualifications Assessment

Department of Corrections and Rehabilitation

Departmental Open Examination Final Filing Date: Continuous

#### **EXAMINATION INFORMATION**

This examination will provide you with an opportunity to demonstrate significant aspects of your qualifications for the **Plumber 2**, **CF** classification with the California Department of Corrections and Rehabilitation (CDCR). The information you provide will be rated based on objective criteria created by Subject Matter Experts. The rating will be used to determine your final score in this examination. If successful, your name will be placed on an eligible list for the classification listed above. The list will be used to fill positions statewide with CDCR. A "Conditions of Employment" section is included in this examination which will allow you to select the time bases and location(s) you are interested in working. Please print out, **personally complete**, and sign this examination form.

Read the instructions below carefully before completing the assessment. Failure to do so may result in an inability to process your assessment and disqualification from this examination.

#### **AFFIRMATION STATEMENT**

I hereby certify that the information provided on this Qualifications Assessment is true and correct to the best of my knowledge and contains no willful misrepresentations or falsifications. I also understand that if it is later discovered that I have made any false representations, I may be removed from the examination and/or the eligible list resulting from this examination, have adverse action taken against me which could result in loss of state employment, and/or suffer loss of right to compete in any future state examinations.

Name (Printed):	
Address:	
Home Telephone Number:	
Work Telephone Number:	
Signature:	
Date:	

#### **FILING INSTRUCTIONS**

All applicants must complete and submit the following examination materials:

- Examination Application (STD. 678)
- Qualifications Assessment

#### By mail to:

Department of Corrections and Rehabilitation Talent Acquisition and Career Services P.O. Box 942883 Sacramento, CA 94283-0001

Or in person at:

Department of Corrections and Rehabilitation 1515 S Street Sacramento, CA 95811-7243

Attn: Talent Acquisition and Career Services, 101N

If you are personally delivering your application and Qualifications Assessment, you must do so between the hours of **8:00 a.m.** and **5:00 p.m.**, Monday through Friday, excluding holidays, on or before the final filing date/cut-off date to the street address listed above.

#### NOTE:

- All examination materials must have original signatures.
- Be sure your envelope has adequate postage if submitting via mail.
- Faxed or emailed copies will NOT be accepted under any circumstances.
- Make and keep a photocopy of the completed Qualifications Assessment for your records.

#### **GENERAL INSTRUCTIONS**

This Qualifications Assessment is the sole component of the examination. To obtain a position on the eligible list, a minimum score of 70% must be achieved. Therefore, please be sure to review and follow all instructions carefully as missing or incomplete information may result in disqualification or a lower score.

This examination is comprised of the following areas:

- Affirmation Statement (page 1)
- Filing Instructions / General Instructions (page 2)
- Prior State Employment / Conditions of Employment (pages 3 4)
- Rating Instructions (page 5)
- Knowledge & Experience Assessment (pages 6 12)

#### YOUR RESPONSES ARE SUBJECT TO VERIFICATION

Please keep in mind that all information provided on this Qualifications Assessment will be subject to verification at any time during the examination process, hiring process, and even after gaining employment. Anyone who misrepresents his/her experience will be subject to adverse consequences, which could include the following action(s):

- Removal from the examination process
- Removal from the eligible list / certification list
- Loss of State employment
- Loss of rights to compete in any future state examinations

#### PRIOR STATE EMPLOYMENT INFORMATION

Complete this next section ONLY if you have been previously dismissed from California State Civil Service employment by punitive action or as a result of disciplinary proceedings. IF THIS DOES NOT APPLY TO

YOU, please skip this question. Do you have written permission from the California Department of Human Resources (CalHR) to take this examination? YES NO State Personnel Board, Rule 211 provides that a dismissed state employee may only participate in State Civil Service examinations if he/she has obtained prior consent from the State Personnel Board. CONDITIONS OF EMPLOYMENT PLEASE MARK THE APPROPRIATE BOX(ES) OF YOUR CHOICE. If you are successful in this examination, your name will be placed on an active employment list and referred to fill vacancies Statewide according to the conditions you specify on this form. TYPE OF APPOINTMENT YOU WILL ACCEPT Please mark the appropriate box(es) - you may check "(A) Any" if you are willing to accept any type of employment. ☐ (D) Permanent Full-Time ☐ (R) Permanent Part-Time ☐ (K) Limited-Term Full-Time ☐ (A) Any If all are marked and you receive an appointment other than permanent full-time, your name will continue to be considered for permanent full-time positions. LOCATION(S) YOU ARE WILLING TO WORK ☐ 5 ANYWHERE IN THE STATE - If this box is marked, no further selection is necessary NORTHERN REGION

NORTHERN REGION		
□ 0100 – Alameda County	☐ 2100 – Marin County	☐ 4500 – Shasta County
☐ 0200 – Alpine County	<ul> <li>CSP, San Quentin</li> </ul>	☐ 4600 – Sierra County
□ 0300 – Amador County	□ 2300 – Mendocino County	☐ 4700 – Siskiyou County
Mule Creek State Prison	☐ 2500 – <b>Modoc County</b>	☐ 4800 – Solano County
☐ 0400 – <b>Butte County</b>	☐ 2800 – Napa County	<ul> <li>California Medical Facility</li> </ul>
☐ 0500 – Calaveras County	□ 2900 – Nevada County	<ul> <li>CSP, Solano</li> </ul>
□ 0600 – Colusa County	☐ 3100 – Placer County	☐ 4900 – Sonoma County
□ 0700 – Contra Costa County	☐ 3200 – Plumas County	☐ 5100 – Sutter County
□ 0800 – <b>Del Norte County</b>	☐ 3400 – Sacramento County	☐ 5200 – <b>Tehama County</b>
Pelican Bay State Prison	CSP, Sacramento	☐ 5300 – Trinity County
☐ 0900 – El Dorado County	Folsom State Prison     Pichard A Ma Cas Carrectional	☐ 5500 – Tuolumne County
☐ 1100 – Glenn County	<ul> <li>Richard A. McGee Correctional Training Center</li> </ul>	<ul> <li>Sierra Conservation Center</li> </ul>
☐ 1200 – Humboldt County	☐ 3800 – San Francisco County	☐ 5700 – Yolo County
☐ 1700 – Lake County	☐ 3900 – San Joaquin County	☐ 5800 – Yuba County
□ 1800 – Lassen County	California Health Care Facility	

☐ 4100 – San Mateo County

• High Desert State Prison

#### ☐ 1000 – Fresno County ☐ 1600 – **Kings County** ☐ 2700 – Monterey County • Pleasant Valley State Prison Avenal State Prison · Correctional Training Facility • CSP, Corcoran • Salinas Valley State Prison ☐ 1400 – **Inyo County** CA Substance Abuse Treatment ☐ 3500 – San Benito County ☐ 1500 – **Kern County** Facility California City Correctional ☐ 4000 – San Luis Obispo ☐ 2000 – Madera County Facility County • Central California Women's California Correctional Institution California Men's Colony Facility Kern Valley State Prison Valley State Prison ☐ 4300 – Santa Clara County North Kern State Prison Wasco State Prison ☐ 2200 – Mariposa County ☐ 4400 – Santa Cruz County ☐ 2400 – Merced County ☐ 5000 – Stanislaus County ☐ 2600 – Mono County ☐ 5400 – Tulare County **SOUTHERN REGION** ☐ 1300 – Imperial County California Institution for Women ☐ 3300 – Riverside County Calipatria State Prison California Rehabilitation Center ☐ 3700 – San Diego County · CSP, Centinela Chuckawalla Valley State Prison • RJ Donovan Correctional Facility • Ironwood State Prison ☐ 1900 – Los Angeles County ☐ 4200 – Santa Barbara County CSP, Los Angeles County ☐ 3600 – San Bernardino ☐ 5600 – Ventura County County ☐ 3000 – Orange County

### ADDRESS OR EMPLOYMENT CHANGES

CENTRAL REGION

After list release, successful candidates may update any address and/or availability for employment preference information by accessing their <u>CalCareer Account</u> (www.calcareers.ca.gov) on the California Department of Human Resources (CalHR) website.

• California Institution for Men

Once logged into your CalCareer Account, from the My Account page:

- Update your personal information (name, address, phone number) by selecting "Contact Information" under Account Management.
- Update your employment preference information (tenure, time base, location preferences) by selecting "Exam / Assessment Records" under **Exams / Assessments**, then selecting the list you have eligibility on, then selecting "Change Conditions of Employment" under **Eligibility Record Actions**.

#### RATING INSTRUCTIONS

Rate your knowledge and experience performing specific job-related actions, using the rating scale(s) below.

Respond to each statement, beginning on the following page, by indicating how the statement applies to you. You are required to respond to every statement by marking one option for each of the two scales provided. Responses may not be changed or added once submitted to Talent Acquisition and Career Services. Missing responses will result in a lower score.

In responding to each statement, you may refer to your FORMAL EDUCATION, FORMAL TRAINING COURSES, and/or WORK EXPERIENCE whether paid or not paid.

#### SCALE #1 - KNOWLEDGE RELATED TO PERFORMING THIS ACTION

#### **Extensive Knowledge**

I possess an expert knowledge level to the extent that I have effectively performed tasks related to this knowledge in the most difficult and complex situations **and** I have instructed others on specific aspects of this knowledge.

#### Moderate Knowledge

I possess an advanced knowledge level to the extent that I could effectively perform this task under the majority of circumstances or situations encountered.

#### **Basic Knowledge**

I possess a sufficient knowledge level that would allow me to perform this task successfully in routine situations.

#### Limited Knowledge

I have some knowledge of how to perform this task, but I may require additional instruction to apply my knowledge effectively.

#### No Knowledge

I have no knowledge of how to perform this task or what it may entail.

#### SCALE #2 - EXPERIENCE RELATED TO PERFORMING THIS ACTION

#### **Extensive Experience**

I have more than 4 years of experience in regularly performing this action **and** I have instructed others on this specific action.

#### **Moderate Experience**

I have more than 3 years, but less than 4 years of experience performing this action **and** I can perform it independently.

#### **Basic Experience**

I have more than 2 years, but less than 3 years of experience performing this action **and** I have performed it regularly with minimal or no assistance.

#### **Limited Experience**

I have less than 2 years of experience in performing this action **and** I may require assistance for successful performance.

#### No Experience

I have never performed this action.

Maintain plumbing components throughout the valves, fixtures, pumps, etc.).	institution and/or large facility (e.g. underground utilities,
Knowledge related to performing this action	Experience related to performing this action
☐ Extensive Knowledge	☐ Extensive Experience
<ul><li>☐ Moderate Knowledge</li><li>☐ Basic Knowledge</li></ul>	<ul><li>☐ Moderate Experience</li><li>☐ Basic Experience</li></ul>
☐ Limited Knowledge	☐ Limited Experience
☐ No Knowledge	☐ No Experience
□ No Knowledge	□ No Experience
Lead the work crew members (e.g. inmates, etc repair of plumbing components.	.) in the operation, installation, maintenance, alteration, and
Knowledge related to performing this action	Experience related to performing this action
☐ Extensive Knowledge	☐ Extensive Experience
☐ Moderate Knowledge	☐ Moderate Experience
☐ Basic Knowledge	☐ Basic Experience
☐ Limited Knowledge	☐ Limited Experience
☐ No Knowledge	☐ No Experience
Perform the operation, installation, maintenance institution and/or large facility.	ce, alteration, and repair of plumbing components for the
Knowledge related to performing this action	Experience related to performing this action
☐ Extensive Knowledge	☐ Extensive Experience
☐ Moderate Knowledge	☐ Moderate Experience
☐ Basic Knowledge	☐ Basic Experience
☐ Limited Knowledge	☐ Limited Experience
☐ No Knowledge	☐ No Experience
4. Inspects the work of crew members (e.g. inmates	s, etc.) in the operation, installation, maintenance, alteration,
and repair of plumbing components for the institu	
Knowledge related to performing this action	Experience related to performing this action
☐ Extensive Knowledge	☐ Extensive Experience
☐ Moderate Knowledge	☐ Moderate Experience
☐ Basic Knowledge	☐ Basic Experience
☐ Limited Knowledge	☐ Limited Experience
☐ No Knowledge	☐ No Experience
5. Supervise crew members (e.g. inmates, etc.) to	maintain safety and security of work areas/materials.
Knowledge related to performing this action	Experience related to performing this action
☐ Extensive Knowledge	☐ Extensive Experience
☐ Moderate Knowledge	☐ Moderate Experience
☐ Basic Knowledge	☐ Basic Experience
☐ Limited Knowledge	☐ Limited Experience
☐ No Knowledge	☐ No Experience

projects and repairs.	ance trades and institutional program staff regarding facility
Knowledge related to performing this action  ☐ Extensive Knowledge ☐ Moderate Knowledge ☐ Basic Knowledge ☐ Limited Knowledge ☐ No Knowledge	Experience related to performing this action  Extensive Experience  Moderate Experience  Basic Experience  Limited Experience  No Experience
7. Inspect and maintain the plumbing shop (e.g., keys	s, alarms, locking devices, tool cages, tool inventories, etc.).
Knowledge related to performing this action  ☐ Extensive Knowledge ☐ Moderate Knowledge ☐ Basic Knowledge ☐ Limited Knowledge ☐ No Knowledge	Experience related to performing this action  Extensive Experience  Moderate Experience  Basic Experience  Limited Experience  No Experience
8. Complete preventative maintenance work orders.	
Knowledge related to performing this action  ☐ Extensive Knowledge ☐ Moderate Knowledge ☐ Basic Knowledge ☐ Limited Knowledge ☐ No Knowledge	Experience related to performing this action  ☐ Extensive Experience ☐ Moderate Experience ☐ Basic Experience ☐ Limited Experience ☐ No Experience
9. Address conflicts with crew members (e.g. inmate	es, etc.) and/or staff.
Knowledge related to performing this action  ☐ Extensive Knowledge ☐ Moderate Knowledge ☐ Basic Knowledge ☐ Limited Knowledge ☐ No Knowledge	Experience related to performing this action  Extensive Experience  Moderate Experience  Basic Experience  Limited Experience  No Experience
10. Maintain key and tool control and the safety and s	security of the institution and/or large facility.
Knowledge related to performing this action  ☐ Extensive Knowledge ☐ Moderate Knowledge ☐ Basic Knowledge ☐ Limited Knowledge ☐ No Knowledge	Experience related to performing this action  Extensive Experience  Moderate Experience  Basic Experience  Limited Experience  No Experience

11. Submit a requisition request of materials and supp	lies and maintain sufficient inventory.
Knowledge related to performing this action  ☐ Extensive Knowledge ☐ Moderate Knowledge ☐ Basic Knowledge ☐ Limited Knowledge ☐ No Knowledge	Experience related to performing this action  Extensive Experience  Moderate Experience  Basic Experience  Limited Experience  No Experience
12. Prepare cost estimates for supervision on a variety	/ of jobs to include labor, materials, tools, equipment, etc.
Knowledge related to performing this action  Extensive Knowledge  Moderate Knowledge  Basic Knowledge  Limited Knowledge  No Knowledge	Experience related to performing this action  Extensive Experience  Moderate Experience  Basic Experience  Limited Experience  No Experience
13. Prepare job layout for supervision to verify materia	ls, equipment, tools, and labor resources.
Knowledge related to performing this action  ☐ Extensive Knowledge ☐ Moderate Knowledge ☐ Basic Knowledge ☐ Limited Knowledge ☐ No Knowledge	Experience related to performing this action  Extensive Experience  Moderate Experience  Basic Experience  Limited Experience  No Experience
14. Repair and maintain water, air, gas, and sewer lines	s and systems throughout the institution and/or large facility
Knowledge related to performing this action  ☐ Extensive Knowledge ☐ Moderate Knowledge ☐ Basic Knowledge ☐ Limited Knowledge ☐ No Knowledge	Experience related to performing this action  Extensive Experience  Moderate Experience  Basic Experience  Limited Experience  No Experience
15. Cut/thread pipe and solder or braze copper joints of	on water, gas, or drainage systems.
Knowledge related to performing this action  Extensive Knowledge  Moderate Knowledge  Basic Knowledge  Limited Knowledge  No Knowledge	Experience related to performing this action  Extensive Experience  Moderate Experience  Basic Experience  Limited Experience  No Experience

16. Connect/maintain hot water tanks, gas heaters, and	d furnaces.
Knowledge related to performing this action  ☐ Extensive Knowledge ☐ Moderate Knowledge ☐ Basic Knowledge ☐ Limited Knowledge ☐ No Knowledge	Experience related to performing this action  Extensive Experience  Moderate Experience  Basic Experience  Limited Experience  No Experience
17. Unstop clogged lines to plumbing fixtures or sanital	rv sewer lines.
Knowledge related to performing this action  Extensive Knowledge  Moderate Knowledge  Basic Knowledge  Limited Knowledge  No Knowledge	Experience related to performing this action  Extensive Experience  Moderate Experience  Basic Experience  Limited Experience  No Experience
18. Perform preventative maintenance on water line v water heaters, furnaces, and drinking fountains.	valves, emergency valves, emergency eye wash stations,
Knowledge related to performing this action  ☐ Extensive Knowledge ☐ Moderate Knowledge ☐ Basic Knowledge ☐ Limited Knowledge ☐ No Knowledge	Experience related to performing this action  Extensive Experience  Moderate Experience  Basic Experience  Limited Experience  No Experience
19. Install, inspect, and maintain backflow prevention d	devices.
Knowledge related to performing this action  ☐ Extensive Knowledge ☐ Moderate Knowledge ☐ Basic Knowledge ☐ Limited Knowledge ☐ No Knowledge	Experience related to performing this action  Extensive Experience  Moderate Experience  Basic Experience  Limited Experience  No Experience
20. Troubleshoot institutional and/or large facility plumb	bing systems.
Knowledge related to performing this action  ☐ Extensive Knowledge ☐ Moderate Knowledge ☐ Basic Knowledge ☐ Limited Knowledge ☐ No Knowledge	Experience related to performing this action  Extensive Experience  Moderate Experience  Basic Experience  Limited Experience  No Experience

21. Communicate in a professional manner and deal v	with confidential issues.
Knowledge related to performing this action  ☐ Extensive Knowledge ☐ Moderate Knowledge ☐ Basic Knowledge ☐ Limited Knowledge ☐ No Knowledge	Experience related to performing this action  Extensive Experience  Moderate Experience  Basic Experience  Limited Experience  No Experience
22. Respond to emergency call (e.g., sanitary sewer etc.).	overflow, water leaks, and plumbing fixture malfunctions,
Knowledge related to performing this action  ☐ Extensive Knowledge ☐ Moderate Knowledge ☐ Basic Knowledge ☐ Limited Knowledge ☐ No Knowledge	Experience related to performing this action  Extensive Experience  Moderate Experience  Basic Experience  Limited Experience  No Experience
23. Attend In-Service Training (IST) and On-the-Job T	raining (OJT).
Knowledge related to performing this action  ☐ Extensive Knowledge ☐ Moderate Knowledge ☐ Basic Knowledge ☐ Limited Knowledge ☐ No Knowledge	Experience related to performing this action  Extensive Experience  Moderate Experience  Basic Experience  Limited Experience  No Experience
24. Maintain records and daily reports (e.g., crew mer control, vehicle log, etc.)	mber's timesheets, daily work orders and time reports, tool
Knowledge related to performing this action  ☐ Extensive Knowledge ☐ Moderate Knowledge ☐ Basic Knowledge ☐ Limited Knowledge ☐ No Knowledge	Experience related to performing this action  Extensive Experience  Moderate Experience  Basic Experience  Limited Experience  No Experience
25. Prepare/ Maintain records and reports (e.g., Sa inventory, perpetual chemical inventory, etc.)	fety Data Sheets, staff and in mate safety training, tool
Knowledge related to performing this action  ☐ Extensive Knowledge ☐ Moderate Knowledge ☐ Basic Knowledge ☐ Limited Knowledge ☐ No Knowledge	Experience related to performing this action  Extensive Experience  Moderate Experience  Basic Experience  Limited Experience  No Experience

26. Perform Preventative Maintenance (PMs) of plum	ıbing equipment.
Knowledge related to performing this action  ☐ Extensive Knowledge ☐ Moderate Knowledge ☐ Basic Knowledge ☐ Limited Knowledge ☐ No Knowledge	Experience related to performing this action  Extensive Experience  Moderate Experience  Basic Experience  Limited Experience  No Experience
27. Advise in the storage of plumbing equipment and	materials.
Knowledge related to performing this action  ☐ Extensive Knowledge ☐ Moderate Knowledge ☐ Basic Knowledge ☐ Limited Knowledge ☐ No Knowledge	Experience related to performing this action  Extensive Experience  Moderate Experience  Basic Experience  Limited Experience  No Experience
28. Escort outside vendors and contractors.	
Knowledge related to performing this action  ☐ Extensive Knowledge ☐ Moderate Knowledge ☐ Basic Knowledge ☐ Limited Knowledge ☐ No Knowledge	Experience related to performing this action  Extensive Experience  Moderate Experience  Basic Experience  Limited Experience  No Experience
29. Assist in emergency situations (e.g., sanitary sew as required, etc.).	ver overflows, water main breaks, cell searches, other duties
Knowledge related to performing this action  ☐ Extensive Knowledge ☐ Moderate Knowledge ☐ Basic Knowledge ☐ Limited Knowledge ☐ No Knowledge	Experience related to performing this action  Extensive Experience  Moderate Experience  Basic Experience  Limited Experience  No Experience
30. Prepare a list of tools to verify proper preparation	and completion of specific jobs and task/work orders
Knowledge related to performing this action  Extensive Knowledge  Moderate Knowledge  Basic Knowledge  Limited Knowledge  No Knowledge	Experience related to performing this action  Extensive Experience  Moderate Experience  Basic Experience  Limited Experience  No Experience

31. Verify tool/equipment is properly maintained.		
Knowledge related to performing this action	Experience related to performing this action	
☐ Extensive Knowledge	☐ Extensive Experience	
☐ Moderate Knowledge	☐ Moderate Experience	
☐ Basic Knowledge	☐ Basic Experience	
☐ Limited Knowledge	☐ Limited Experience	
☐ No Knowledge	☐ No Experience	
THIS CONCLUDES THE EXAMINATION		

REVISION DATE: 07/25/23 -AV