ASSOCIATE PROCESS SAFETY ENGINEER
OPEN – SPOT LONG BEACH, CA

FINAL FILING DATE
June 12, 2017

State Applications (STD form 678) must be postmarked or submitted in person no later than the Final Filing Date. Applications postmarked or personally delivered after the Final Filing Date will not be accepted for any reason. FIXED OR E-MAILED APPLICATIONS WILL NOT BE ACCEPTED.

DEPARTMENT
Mineral Resources Management Division

INFORMATION
The California State Lands Commission provides the people of California with effective stewardship of the lands, waters, and resources entrusted to its care through preservation, restoration, enhancement, responsible economic development, and the promotion of public access. Website: http://www.slc.ca.gov

WHO MAY APPLY
Candidates that meet the minimum qualifications, as stated below, may apply for this examination.

HOW TO APPLY
You must submit your completed examination application package by the Final Filing Date listed above to:
California State Lands Commission – Human Resources
100 Howe Ave., Ste. 100 S
Sacramento, CA 95825

NOTE: Employment history must include “to” and “from” dates (month/day/year); time-base; and official Civil Service classification titles. Also, if a college degree or course units are required under the “Minimum Qualifications” section, you must include a copy of your degree and/or transcripts with your application. Applications/resumes received without required information will be rejected.

PLEASE DO NOT SEND APPLICATIONS TO CALHR OR TO THE STATE PERSONNEL BOARD. State applications are available at: www.CalCareers.ca.gov

IDENTIFICATION REQUIRED
Accepted applicants are required to bring either a government-issued photo identification or two forms of signed identification to each phase of the examination.

SPECIAL ARRANGEMENTS
If you have a disability and need special testing arrangements, please mark the appropriate box in Question 2 of the “Application for Examination”. You will be contacted to make specific arrangements.

SALARY RANGE
$9,317.00 - $11,655.00 per month

ELIGIBLE LIST INFORMATION
An open Eligible List will be established for the California State Lands Commission. The Eligible List will be abolished 12 months after it is established, unless the needs of the service and conditions of the Eligible List warrant a change in this time period.

EXAMINATION DATES
The Examination will consist of a Qualifications Appraisal Panel (QAP) Interview, which is weighted 100%. It is anticipated that Examination Interviews will be performed within the June/July 2017 timeframe.

EDUCATION AND EXPERIENCE
If conditions warrant, this examination may utilize an internal Experience and Education (E&E) evaluation rating based on each candidate’s application package as compared with standards derived from the CalHR Classification Specification. For these reasons, it is imperative that each candidate take special care and attention in accurately completing all requirements and application sections on their application; therefore, please list all experience that may be deemed relevant to the requirements reflected within this Examination Bulletin/Examination Announcement. Any supplementary information provided by applicants will be accepted; however, please ensure to read the “Requirements for Admittance to the Examination” carefully to see what kind of information will be useful to and required by the staff performing the evaluation. An Exam Panel may evaluate your application/resume package and will provide you with a score. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained in the examination.

POSITION DESCRIPTION
Marine Environmental Protection Division (MEPD):
Under the general direction of the Engineering Supervisor or Lead Engineer, the incumbent performs process safety, mechanical, petroleum, and facility engineering analysis and design reviews for verifying compliance with the Marine Oil Terminal Engineering and Maintenance Standards (MOTEMS or California Building Code 34 or 3101F et seq.), industry standards and practices, and state/federal regulations. The incumbent evaluates and analyzes various mechanical, electrical, process safety, human factors, and control systems associated with the safe operation of a marine oil terminal or marine facility. These include: (1) fire prevention, detection and suppression, (2) piping and pipelines, (3) mechanical and electrical equipment, and (4) electrical systems. This work includes review of MOTEMS audit and inspection results, participation in engineering inspections, audits, evaluations and inspections of marine terminals and testing of deficiencies. Reviews may consist of documentation, reports, test results, P&IDs, process flow diagrams, electrical hazardous classification diagrams, hazards and risks analyses, HAZOPS, contingency plans, engineering specifications, analysis and design, pipeline preventative maintenance, static liquid pressure tests, corrosion protection, failure investigations, and environmental impact reports. This work requires preparation of written technical reports, memorandums, updates, and MOTEMS standards, development of audit manuals and correspondence. Travel to terminals throughout California is required.

Or, Mineral Resources Management Division (MRMD):
Under the general direction of the Sr. Process Safety Engineer, the incumbent performs process safety, mechanical, petroleum, and facility engineering work to ensure the safe operation of state lease oil and gas facilities including offshore platforms. The job includes work in the field as a member of a team conducting Safety and Pollution Prevention Audits. These audits include engineering evaluations and inspection work to assess offshore and onshore oil and gas facility. The work includes specialized safety analysis reviews, facility and system design review, and assessment of the maintenance, condition, and functional integrity of existing and proposed offshore and onshore petroleum production, drilling and processing facilities. Works alternately between field locations and the office and may work for several days in the field with only limited supervision from the Senior Process Safety Engineer. Is provided with general work assignments and deadlines and is expected to coordinate or schedule this work with the state oil lease facility operator. Additional technical direction and assistance will be provided when higher level engineering work is assigned. Travel on-road and off-road is required. Possession of a valid driver's license of the appropriate class is issued by the California Department of Motor Vehicles is required.

THIS POSITION WILL BE BASED IN LONG BEACH, CA

PLEASE SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

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HV86 – 7008
7LN09
All applicants must meet the Minimum Qualifications by the Final Filing Date as published herein.

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, “or” II, “or” III, etc. For example, candidate’s possessing qualifying experience amounting to 30% 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 meeting 100% of the overall experience requirement.

**Experience:** Three years of increasingly responsible experience in an engineering discipline involving process design, maintenance and inspection, or safety evaluation of petroleum or chemical facilities. (A graduate degree in a related engineering discipline may be substituted for one year of the general experience; or a certificate in facility engineering may be substituted for one year of the general experience; or California registration in a related engineering discipline such as chemical, petroleum, or mechanical engineering, may be substituted for one year of the general experience.)

**Education:** Equivalent to graduation from college with major work in a related engineering discipline, such as chemical, petroleum, or mechanical engineering. (Additional qualifying experience in a related engineering discipline may be substituted for the required education on a year-for-year basis.)

This examination will consist of a Qualifications Appraisal Panel (QAP) Interview – Weighted at 100%. In order to obtain a position on the Eligible List, a minimum rating of 70% must be attained.

**COMPETITORS WHO DO NOT APPEAR FOR THE EXAMINATION MAY BE CONSIDERED DISQUALIFIED**

**THE EXAM INTERVIEWS WILL BE WEIGHTED AT 100%**. 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:

A. **Knowledge of:**
   1. Principles of hazards analyses
   2. Principles and practices of chemical, mechanical, and petroleum engineering
   3. Process safety management analysis
   4. State and Federal engineering codes and regulations
   5. State and Federal safety orders as they apply to oil, gas, or chemical process safety engineering
   6. Heat-transfer fluid systems, electrical hazards, explosion protection, gas detection systems, flame arrestors, pressure relief systems, effluent disposal systems, and fire protection processes
   7. Working knowledge of Human and Organizational Factors engineering

B. **Ability to:**
   1. Prepare and interpret chemical and petroleum engineering reports, plans, specifications, and correspondence
   2. Analyze various engineering data and develop appropriate conclusions and recommendations
   3. Inspect and judge the adequacy of various engineering processes
   4. Review oil, gas, or chemical safety systems, including alarms, shutdown, and startup protocols
   5. Utilizing database application software for the storage, retrieval, and indexing of various engineering data
   6. Effectively communicate and establish and maintain cooperative relations with those contacted on the job
   7. Use applicable engineering applications software (e.g. CAESAR II)
   8. Make engineering recommendations that strike balance in technical, economic, operational, & environmental factors

**VETERANS PREFERENCE**

Veterans Preference will be granted, according to California State Law, but this does not alone qualify for examination entrance.

**CAREER CREDITS**

Career Credit Points will not be granted in this examination

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**GENERAL INFORMATION**

- The California State Lands Commission reserves the right to modify 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 three weeks after the Final Filing Date if he/she has not received a progress notice.

- Applications are available at any Employment Development Department (EDD) office, CA Human Resources (CaHR), or online at JOBS.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/or Long Beach. However, locations of interviews may be limited or extended as conditions warrant.

- If a notice of interview 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) multidepartment 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 are used first for up 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 veterans 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, Veterans’ Preference will be awarded to qualifying Veterans passing any open exam 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.

- Career Credit: 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 100-878. (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 additional information regarding examination, please contact the California State Lands Commission Human Resources Office at 916-574-1910.