



TRANSPORTATION SURVEYOR (CALTRANS)

EXAM CODE:	7WRAC
EXAM TYPE:	OPEN
LOCATION:	STATEWIDE
SALARY INFORMATION:	A: \$5406 - \$6764 B: \$6344 - \$7937 C: \$7337 - \$9180 D: \$8293 - \$10377
CLASS & SCHEM CODE:	3029 GA20

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 the 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.

CONTINUOUS TESTING

Testing is considered continuous as Examination Applications (STD 678) will be accepted on a continuous basis and cut-off dates can be set at any time as departmental needs warrant. Applications postmarked or submitted after 4:30pm on the cut-off date will be held until the next administration. Dates printed on 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 of an application. Faxed or emailed applications will not be accepted.

WHO SHOULD APPLY

Candidates who meet the minimum qualifications of the classification, as stated on this examination bulletin, may apply.

HOW TO APPLY

It is the personal responsibility of each examination candidate to submit their application materials within the timeframe and in the manner specified on this examination bulletin. Examination Applications (STD 678) may be submitted to the link below.

1. Download the Examination Application (STD 678) at <https://jobs.ca.gov/pdf/std678.pdf>.
2. Complete the Examination Application form and save to computer.
3. Submit the application for the Transportation Surveyor (Caltrans) examination by clicking the link below.

CLICK [HERE](#) TO APPLY ONLINE FOR THE TRANSPORTATION SURVEYOR (CALTRANS) EXAMINATION.



HOW TO APPLY (CONTINUED)

Examination Applications (STD 678) may be mailed or submitted in person by the cut-off date to:

MAILING ADDRESS:

Department of Water Resources
P.O. Box 942836
Sacramento, CA 94236-0001

OR

SUBMIT IN PERSON:

Department of Water Resources
1416 9th Street, Room 320
Sacramento, CA 95814

DO NOT MAIL OR SUBMIT APPLICATIONS TO THE CALIFORNIA DEPARTMENT OF HUMAN RESOURCES OR DEPARTMENT OF WATER RESOURCES' FIELD OFFICES.

Examination Applications must be dated and signed with an original signature. Applications must include "to" and "from" dates (month/day/year), time base, and position titles. Applications received without this information will be rejected. Resumes and other attachments will not be accepted in lieu of a completed application.

IDENTIFICATION REQUIRED

Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.

SPECIAL TESTING INFORMATION

If you need special testing arrangements, mark the appropriate box in Question 10 of the Examination Application (STD. 678) and submit the Accommodation Request form (STD. 679) with your application. You will then be contacted to make specific arrangements.

TESTING PERIOD

Competitors may test only once during a 10 month period.

EXAMINATION INFORMATION

This examination will consist of a **Qualification Appraisal Interview** weighted **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 interview will be disqualified.

ELIGIBLE LIST INFORMATION

An open list will be established for the Department of Water Resources.

Successful competitors will be merged onto the list in order of final score, regardless of date. The successful competitors' list eligibility will expire 12 months after it is established unless the needs of the service and conditions of the list warrant a change in this period. Competitors must then retest to re-establish eligibility.

POSITION DESCRIPTION

The Transportation Surveyor is the entry, first working, and journey level of professional surveying work. Under the direction of a licensed land surveyor, incumbents perform a wide variety of professional land surveying work in either an office or field setting; as incumbents progress in experience, they will be assigned more difficult work and may function as a lead person over the activities of various surveying and technical personnel in the office or field. At the journey level and with a license, the incumbent will work in a responsible charge capacity.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION

Graduation from a four-year curriculum in surveying, surveying engineering, or surveying geomatics accredited by the Accreditation Board for Engineering Technology. (Registration as a "Senior" in such a curriculum will admit an applicant to the competition, but applicants must produce evidence of graduation before being considered eligible for appointment.)

(Possession of a valid certificate as a Land Surveyor in Training issued or accepted by the California Board of Registration for Professional Engineers and Land Surveyors or possession of a valid certificate as an Engineer in Training accepted by the California Board of Registration for Professional Engineers and Land Surveyors in lieu of a certificate as a Land Surveyor in Training may be substituted for the required education.)



REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION (CONTINUED)

Applicants qualifying under an education requirement **MUST** provide a copy of their college diploma and/or transcripts (unofficial are acceptable) by the cut-off date as proof of completion of the required education. Competitors who fail to provide proof of completion of the required education will be eliminated from the examination.

SCOPE OF EXAMINATION

In addition to evaluating the competitors' relative abilities as demonstrated by the quality and breadth of experience, emphasis in the examination will be on measuring competitively, relative to job demands, each competitor's:

Knowledge of:

- 1) Fundamental surveying, mathematics, and basic science as applied to surveying.
- 2) Methods of precise survey measuring.
- 3) Use and adjustment of precision surveying instrument.
- 4) Procedures, equipment, and materials used in surveying, including conventional and state of the art.
- 5) Mapping and drafting techniques.
- 6) Mathematics and procedures used in plane and geodetic surveying.
- 7) Computer applications and usage.
- 8) The California Coordinate System.
- 9) Code of Safe Surveying Practices.
- 10) Photogrammetric mapping procedures.
- 11) Principles and practices of boundary determination, land title research, and surveying.
- 12) Legal descriptions of real property.
- 13) Methods and terminology used in searching for land titles and factors involved in determining ownership of property.
- 14) Real property acquisition and mapping laws pertaining to public and private ownership of real property.
- 15) Monumentation of facilities.
- 16) The Land Surveyors' Act.
- 17) The Subdivision Map Act.
- 18) Factors which influence the impact of departmental projects on property and basic net.
- 19) Right of way engineering projects.
- 20) Planning, design, construction, and right of way procedures and policies as they relate to surveys.

Ability to:

- 1) Perform the less complex field and office surveying work.
- 2) Make precise survey measurements.
- 3) Interpret legal descriptions of real property.
- 4) Make and interpret the less difficult survey calculations.
- 5) Apply and utilize the principles of the California Coordinate System.
- 6) Research, analyze, check and adjust survey data.
- 7) Research and compile evidence and documentation for boundary determination.
- 8) Assist in planning, directing, and coordinating the work of a group of survey or right of way engineering personnel.
- 9) Do mapping and drafting.
- 10) Analyze situations accurately and take effective action.
- 11) Prepare clear and concise reports and correspondence.
- 12) Write property descriptions and prepare legal land documents and descriptions.
- 13) Operate precise surveying instruments (conventional and state of the art).
- 14) Establish and maintain friendly, business-like relations with those contacted in the course of the work.
- 15) Communicate effectively.

EDUCATION AND EXPERIENCE

If conditions warrant, this examination may utilize an evaluation of each candidate's experience and education as compared to a standard developed from the class specification. For this reason it is especially important that each candidate take special care in accurately and completely filling out their application. List all experience relevant to the "Requirements for Admittance to the Examination" shown on this announcement. Supplementary information will be accepted but read the "Requirements for Admittance to the Examination" carefully to see what kind of information will be useful to the staff doing the evaluation.



VETERANS PREFERENCE

Assembly Bill 372, signed into law by Governor Brown on August 12, 2013, changes the way the Veterans Preference process is administered by the State of California. Veterans Preference will be awarded as follows, starting on January 1, 2014: 1) Any veteran, widow or widower of a veteran, or spouse of a 100 percent disabled veteran, who achieves a passing score in an entrance examination, shall be ranked in the top rank of the resulting eligibility list. Any veteran who has been dishonorably discharged or released is not eligible for Veteran's Preference. 2) An entrance exam is defined, under law, as any open competitive examination 3) Veterans Preference is not granted once a person achieves permanent civil service status.

The California Department of Human Resources (CalHR) has information on how to apply for Veterans Preference on their website at www.jobs.ca.gov and on the Application for Veterans Preference form (CalHR 1093). Additional information is also available at the Department of Veterans Affairs website at www.cdva.ca.gov.

CAREER CREDITS

Career Credits are not granted in open or promotional examinations.

GENERAL INFORMATION

The Department of Water 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 competitors will be notified.

For an examination with a written feature, it is the candidate's responsibility to contact the Department of Water Resources seven days prior to the test date if he/she has not received his/her notice. For an examination without a written feature it is the candidate's responsibility to contact the Department of Water Resources at (916) 653-4838, TDD (916) 653-1804, three weeks after the final filing/cut-off date if he/she has not received his/her notice.

Applications are available at Department of Water Resources' (DWR) offices, the DWR website:

www.water.ca.gov/jobs/currentexams.cfm, local office of the Employment Development Department, and California Human Resources (CalHR) at <https://jobs.ca.gov/pdf/std678.pdf>.

If you meet the requirements stated on this bulletin, 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 or performance 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 and Los Angeles. However, locations of interviews may be limited or extended as conditions warrant.

If a candidate's notice of oral 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) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide 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 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.

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.

CONTACT INFORMATION

For information regarding this examination, please contact Selection Services at (916) 653-4838.