



## Research Scientist Manager (Various Specialties)

**Exam Code: 8PB09**

**Department:** State of California

**Exam Type:** Servicewide, Open

**Final Filing Date:** Continuous

### CLASSIFICATION DETAILS

**Research Scientist Manager (Various Specialties) –**

\$12,465.00 - \$14,154.00 per month

[View the Research Scientist Manager \(Various Specialties\) classification specification](#)

### 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 **Research Scientist Manager** includes the following specialties: chemical, epidemiology/biostatistics, food and drug, microbiological, physical/engineering, social/behavioral, and veterinary sciences. On the minimum qualifications page, you **must** provide information for all related specialties you possess applicable experience/education in.

The link to connect to the Training and Experience Evaluation is located in the "Taking the Exam" section.

#### **Special Testing Arrangements:**

If you require special testing arrangements due to a verified disability or medical condition, please contact:

California Department of Human Resources  
CalCareer Service Center  
1810 16<sup>th</sup> Street  
Sacramento, CA 95814  
Phone: (866) 844-8671  
Email: [CalCareer@CalHR.CA.GOV](mailto:CalCareer@CalHR.CA.GOV)

California Relay Service: 7-1-1 (TTY and voice)

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

## 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.

### Research Scientist Manager (Various Specialties)

**Education:** The required degree must have been obtained from a recognized U.S. university or from a foreign university approved by the Bureau of Private Postsecondary and Vocational Education under the provision of California Education Code Chapter 3, Part 59, Division 10.

#### Either 1

**Experience:** One year of experience in the California state service performing duties comparable to a Research Scientist Supervisor II. **and**

**Education:** Possession of a doctoral degree in the [stated specialty](#) or a [closely related field](#) or a degree of Doctor of Medicine.

#### Or 2

**Experience:** Two years of experience in the California state service performing duties comparable to a Research Scientist V in the [stated specialty](#) or in a [closely related field](#). (Possession of a recognized professional Board certification in the stated specialty or possession of a master's degree in Public Health or preventive medicine may be substituted for one year of the required experience.) **and**

**Education:** Possession of a doctoral degree in the [stated specialty](#) or a [closely related field](#) or a degree of Doctor of Medicine.

#### Or 3

**Experience:** Five years of experience in the California state service performing duties comparable to a Research Scientist IV in the [stated specialty](#), or in a [closely related field](#). (Possession of a recognized professional Board certification in the stated specialty or possession of a master's degree in Public Health or preventive medicine may be substituted for two years of the required experience.) **and**

**Education:** Possession of a doctoral degree in the [stated specialty](#) or a [closely related field](#) or a degree of Doctor of Medicine.

#### Or 4

**Experience:** Broad and extensive research or scientific investigation experience (more than five years) in the [stated specialty](#) or in a [closely related field](#). This experience must have included major responsibility for the design, conduct, and analysis of a large or highly complex and difficult scientific research, and experience in the development, planning, and operation of multidisciplinary, complex, and difficult scientific research program involving coordination of several groups of disciplines, recruitment and training of personnel, budgeting and accounting of funds, and preparation of major reports and scientific publications. (Possession of a recognized professional Board certification in the stated specialty or closely related field or possession of a master's degree in Public Health or closely related field may be substituted for two years of the required experience.) At least one year of this experience must be at a level of responsibility equivalent to that of a Research Scientist Supervisor II. **and**

**Education:** Possession of a doctoral degree in the [stated specialty](#) or in a [closely related field](#).

#### Or 5

**Experience:** Broad and extensive scientific research experience (more than five years) in a field of medical specialization relevant to the [stated specialty](#) or in a [closely related field](#). This experience must have included major responsibility for design, conduct, and analysis of complex scientific research, or responsibility for the administration and coordination of large, complex multidisciplinary, or multi-institutional scientific research programs. Two years of approved residency in a medical specialty relevant to the class title may be substituted for one year of the required experience. At least one year of this experience must be at a level of responsibility equivalent to that of a Research Scientist Supervisor II. **and**

**Education:** Possession of the degree of Doctor of Medicine.

### POSITION DESCRIPTION

#### Research Scientist Manager (Various Specialties)

The Research Scientist Manager is responsible for the supervision of Research Scientists I through V, Research Scientist Supervisors I and II, and other staff as appropriate and serves as the only managerial level of this series. Organizationally, incumbents are in the top management structure and are responsible for the management of a large group of scientific and nonscientific staff, composed of supervisors and nonsupervisors, typically totaling 15 or more professional State and/or contract employees. Programs with high visibility requiring unique scientific expertise in which the incumbent has independent science-based, decision-making responsibilities at a State and national level may manage fewer personnel. Incumbents provide management guidance and leadership in planning and directing scientific research studies or public health investigations that have advanced broad statewide and national scientific scope, complexity, and the highest sensitivity and policy impact. Under broad administrative direction, incumbents conceive, plan, organize, and direct the most difficult, advanced, complex, and highly original scientific research studies or public health investigations; provide leadership and coordinate scientific research studies and

scientific investigations involving local, State, and Federal public health agencies. Incumbents make original, independent decisions on complex scientific problems using scientific theories and principles on association and risk and develop hypotheses on causes and also test these hypotheses. The work complexity at this level has special significance for the establishment of State and national public health policy and legislation. Incumbents provide advice and guidance to top management on the most critical scientific public health matters as a leading expert in the field based on professional standing; direct the analysis of all relevant, available, scientific, technical, medical, and other information from sources within and outside the organization, and direct the integration of this information into the decision-making process; direct the development of proposed scientific research studies if relevant information is not available; provide scientific technical expertise and can serve as a spokesperson for the department in a science area appropriate to their educational qualifications; consult with department management and others in areas appropriate to their qualifications and participate in the development of public health policy; provide scientific support and direction for the legal, legislative, and regulatory actions that occur in public health policy development; direct the publication of scientific research, or investigations conducted on a statewide basis; make presentations to State and national public health experts and the community; direct the interpretation of research findings for use in public health policy development by upper management; and perform other related work.

## **EXAMINATION SCOPE**

This examination consists of the following components:

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

The examination consists solely of a **Training and Experience Evaluation**. To obtain a position on the eligible list, you must provide education and the number of months of experience in the applicable parenthetical(s) specialty and receive a minimum score of 70% on the exam. 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:**

1. Current scientific research literature and trends applicable to the scientific research area
2. Principles and procedures of scientific research planning, design, methodology and analysis
3. Methods of preparation of scientific research reports
4. Scientific statistical methods and procedures
5. Data processing techniques
6. Bibliographic survey or previous related scientific research techniques

7. Determination and qualification of variables and mechanization of compilation of scientific data
8. Principles and practices of effective supervision
9. A manager's/supervisor's responsibility for promoting equal opportunity in hiring and employee development and promotion, and for maintaining a work environment that is free of discrimination and harassment

**Ability to:**

1. Evaluate the adequacy of proposed scientific research designs and techniques
2. Think independently and creatively
3. Establish and maintain cooperative relations with professional staff and with officials of Federal, State, local, university and private research organizations
4. Communicate effectively
5. Prepare scientific articles for publication
6. Prepare scientific reports
7. Provide persuasive and skilled leadership to other staff in scientific research, principles and methods
8. Apply professional scientific knowledge and administrative ability to resolve a variety of situations
9. Analyze situations accurately and take effective action
10. Participate as a team member of public health research or scientific investigation projects
11. Make independent decisions in a very limited area of a scientific field
12. Provide information to higher-level scientists in support of decisions on scientific research
13. Interpret scientific findings and present to higher-level scientists
14. Apply established guidelines and scientific techniques
15. Serve as team leaders on small scientific projects
16. Make independent, difficult decisions in a specific scientific field
17. Plan, organize, and direct scientific research studies of a highly developed scientific scope and complexity
18. Serve as a team leader for complex public health research or scientific investigation projects
19. Serve as a consultant to other public health research scientists
20. Make health-based scientific decisions within the project scope
21. Apply expert scientific knowledge in their stated area of specialty
22. Work independently and develop scientific guidelines and technical procedures
23. Make recommendations to management on scientific health policy issues
24. Serve as team leaders for complex scientific research or investigation projects
25. Apply expert knowledge in their stated area of specialty
26. Coordinate research and scientific studies involving other agencies that result in a comprehensive finished scientific product
27. Act as a subject matter and scientific technical expert
28. Serve as a spokesperson in a scientific area appropriate to the specialty
29. Provide scientific support for the legal, legislative, and regulatory actions that occur in public health policy development
30. Serve as a direct supervisor and team leader for complex scientific projects

31. Supervise and direct a work unit of professional classes
32. Make health-based scientific decisions within the project scope that may affect department policies
33. Direct and have charge of public health programs or components, which are of major sensitivity and complexity
34. Make operation planning decisions including budget for staff and related resources
35. Use scientific expertise to plan and direct major public health research studies
36. Apply expert knowledge in their stated area of specialty
37. Serve as a spokesperson in a scientific area appropriate to the specialty
38. Participate in the development of public health policy
39. Serve in the top management structure as managers over subordinate Research Scientists at all levels, Research Scientist Supervisors, and other multidisciplinary staff positions
40. Exercise independent scientific judgment in overseeing the conduct of the most complex work of disputed or controversial professional scientific issues
41. Make budgetary and fiscal decisions impacting departmental scientific programs
42. Make scientific health-based decisions that impact general public health policy
43. Formulate and administer agency policy and program functions

## ELIGIBLE LIST INFORMATION

A separate servicewide, open eligible list for the **Research Scientist Manager** classification will be established for the State of California (all State of California departments, statewide) for each of the following specialties: chemical, epidemiology/biostatistics, food and drug, microbiological, physical/engineering, social/behavioral, and veterinary sciences. The list(s) you are placed on are related to the experience provided in the minimum qualifications portion of the exam.

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.

Career Credits **will not** be added to the final score for this exam, because it does not meet the requirements to qualify for Career Credits.

## EXAMINATION INFORMATION

[Preview of the Research Scientist Manager 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.

## **TAKING THE EXAMINATION**

When completing the minimum qualifications page, you must fill in all applicable experience for each specialty (i.e., chemical, epidemiology/biostatistics, food and drug, microbiological, physical/engineering, social/behavioral, and veterinary sciences) that you wish to apply for. Once you have taken the exam and receive results, you will not be allowed to add any additional specialty or retake the exam for 12 months.

[Take the Research Scientist Manager examination](#)

## **TESTING DEPARTMENTS**

State of California (all State of California departments)

## **CONTACT INFORMATION**

California Department of Human Resources  
CalCareer Service Center  
1810 16<sup>th</sup> Street  
Sacramento, CA 95814  
Phone: (866) 844-8671  
Email: [CalCareer@CalHR.CA.GOV](mailto:CalCareer@CalHR.CA.GOV)

California Relay Service: 7-1-1 (TTY and voice)

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## **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 (CalHR) 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.