BACHELOR DEGREE

Why not use your FOUR YEAR BACCHERICAL STREET STR

Get ahead by working for the State of California!

If you are beginning to think about your career why not go on line and check out the specification describing the duties and requirements of each class. Visit **www.jobs.ca.gov** to begin your career with the State of California!



Any Major

Administrative Assistant I, Il³ Aging Programs Analyst l Assistant Information Officer³ (prefer Journalism, Public Relations, or English) Assistant Property Agent ³ Assistant Property Appraiser (BOE) ³ Associate Budget Analyst ³ Associate Editor of Publication ³ Associate Governmental Program Analyst Associate Information Systems Analyst (Specialist)² (Supervisor)² Associate Management Analyst³ (prefer Public or Business Administration or *Industrial Engineering*) Associate Personnel Analyst 1,3 Associate Programmer Analyst² Associate Property Agent ³ Associate Systems Software Specialist (*Technical*)² Business Service Officer I, II (Specialist)³ Business Service Officer III³ Business Taxes Administrator I, II, III (BOE) 2,3 **Business Taxes Representative** Business Taxes Specialist 1², ll ², ll ² Communicable Disease Representative Compliance Representative, Franchise Tax Board² Compliance Officer, Hlth Facilities Construction ^{1,2} Construction Inspector II Construction Supervisor I^{2,3}

1 You may be able to substitute related experience. 2 Specific courses required.

3 Experience required in addition to the education requirement.

Corporations Investigator (prefer Criminal Justice, Administration of Justice, or Police Science) Deputy Commissioner, Department of Real Estate (prefer Law, Real Estate, Finance, Criminal Justice, or Public or Business Administration) Deputy Registrar of Charitable Trusts³ Disability Evaluation Analyst Disability Insurance Program Representative Driving Safety Hearing Officer (prefer Criminal Justice, Prelaw, Psychology, Sociology) Editorial Technician (prefer Journalism, Public Relations, English, *or closely related field*) Employment Program Representative Field Examiner I, Agricultural, Labor Relations Board Health & Safety Officer³ Hospital General Services Administrator ^{1,3} Industrial Relations Representative (prefer Social Sciences)



facebook California Department of Human Resources

twitter @Calhr_gov



Information Officer l (Specialist)³ Information Officer ll Institutional Personnel Officer Il³ Insurance Investigator (prefer Criminal Justice, Administration of Justice, or Police Science) Insurance Rate Analyst (prefer Business, Economics, English, Finance, Insurance, Mathematics, Political Science, Statistics, Accounting) Junior Property Agent Junior Property Appraiser (prefer Agriculture, Économics, Business Administration, Engineering) Junior Aviation Consultant (requires a private pilot's certificate) Junior Staff Analyst (prefer Public or Business Administration, Accounting, *Economics, Political Science, or Law)* Law Indexer Licensing Program Analyst (prefer Public or Business Administration, Accounting, Economics, Political or Social Science, or Law) Marketing Analyst I, California State Lottery ^{1,3} (prefer Marketing or Communications) Manager Trainee, Dept of Motor Vehicles Nurse Instructor³ (requires nursing credential) Park & Recreation Specialist² (prefer Environmental or Urban Planning, Public Administration, Recreation, Park Management) Private Postsecondary Education Specialist (Master preferred) Public Utilities Regulatory Analyst I² Records Management Analyst I³, ll (Specialist)³ Recycling Specialist l (prefer Physical or Natural Sciences, Environmental Studies including Ecology; Resource Management or Conservation; Economics; or related field) Research Analyst l (General) Right of Way Agent Senior Librarian Senior Programmer Analyst (Specialist) ^{1,2} Senior Programmer Analyst (Supervisor) 1,2 Senior Property Agent Senior Specialist Property Appraiser (BOE) Senior Specialist Property Auditor Appraiser (BOE) Special Investigator 1 Special Agent Trainee, Department of Justice Special Agent, Department of Justice Staff Services Analyst (General)¹ Staff Services Management Auditor² (prefer Accounting, Business or Public Administration, or Economics) Supervising Property Agent³ Supervising Property Appraiser (BOE)³ Systems Software Specialist I (Technical)² Tax Compliance Representative² Test Validation and Development Specialist I³ Textile Technician II²

BACHELOR DEGREE Training Officer 1³, II ³, Ill ³ Transportation Analyst (prefer Transportation, Economics, or Business Administration) Veterans Claims Representative l Workers' Compensation Assistant (prefer Business Administration, Economics, *Insurance or Social Science*) Workers' Compensation Insurance Rep 1¹

Accounting

Accountant Trainee Accounting Administrator I (Specialist)³ Accounting Administrator I (Supervisor)³ Accounting Administrator II, Ill¹³ Accounting Analyst ³ Accounting Officer (Supervisor)^{2,3} Accounting Officer (Specialist) Assistant Administrative Analyst – Accounting Systems Associate Accounting Analyst ³ Associate Administrative Analyst³ Associate Management Auditor^{2,3} Auditor l Financial Institutions Examiner² General Auditor Ill² Health Program Audit Manager l (DHS) ³ Mineral and Land Auditor Specialist II Retirement Program Specialist I Senior Accounting Officer (Specialist)³ Senior Administrative Analyst 2, Senior Management Auditor ^{2,3} Staff Services Management Auditor² Supervising Management Auditor ^{2,3} Supervising Tax Auditor ¹³, ¹¹, ¹¹ (BOE) ³ Tax Auditor, Board of Equalization Tax Auditor, Franchise Tax Board

Administration of Justice, Criminal Justice,

Criminology, Law Enforcement,

or Police Science Investigator

Enforcement Representative I (preferably with a major in Law Enforcement, Public or Business Administration, or a related field)

Agricultural Science

Environmental Scientist Brand Inspector Feed, Fertilizer, & Livestock Drugs Inspector² Fruit & Vegetable Quality Control Inspector² Livestock Inspector Meat Food Inspector

Anthropology

Assistant State Archeologist Environmental Planner (Archeology) Research Analyst I (Demography) Research Analyst I (Social/Behavioral)

1 You may be able to substitute related experience. 2 Specific courses required.

3 Experience required in addition to the education requirement.

BACHELOR DEGREE

Archeology Assistant State Archeologist

Architecture

Architectural Assistant Architectural Designer Departmental Construction and Maintenance Supervisor ³ Senior Architect ³

Architectural History

Environmental Planner (Architectural History)

Art History

Environmental Planner (Architectural History)

Biological Sciences

Air Pollution Specialist Criminalist² Senior Criminalist ^{2,3} Energy Analyst Environmental Planner (Natural Sciences)² Environmental Scientist Feed, Fertilizer & Livestock Drugs Inspector² Fish & Wildlife Interpreter 1² Hazardous Materials Specialist Integrated Waste Management Specialist Junior Industrial Hygienist Laboratory Technician II (Animal Pathology) 3 Measurement Standards Specialist 1¹ Meat Food Inspector Supervising Hazardous Substances Scientist I, Il³

Botany

Environmental Planner (Natural Sciences) **Environmental Scientist** Fish & Wildlife Interpreter 1²

Business Administration

Assistant Hospital Administrator ³ Associate Management Auditor ^{2,3} Financial Institutions Examiner² Housing & Community Development Representative 1 Labor Standards Investigator ³ Housing Finance Trainee (General)² Labor Relations Specialist Labor Standards Investigator ³ Measurement Standards Specialist 1¹ Patient Benefit and Insurance Officer 1¹ Retirement Program Specialist I Real Estate Officer Senior Management Auditor ^{2,3} Staff Services Management Auditor² Supervising Management Auditor ^{2,3}

Chemistry or Biochemistry

Air Quality Engineer I

Chemist (major in Chemistry, Biochemistry, Toxicology, or a closely related Chemistry Discipline) Deputy State Fire Marshal **Environmental Scientist** Feed, Fertilizer & Livestock Drugs Inspector ^{1,2} Hazardous Materials Specialist Integrated Waste Management Specialist Junior Industrial Hygienist Research Scientist 1³, 11³, 111³ (*Chemical Sciences*) Research Scientist Manager (*Chemical Sciences*)³ Research Scientist Supervisor l³, ll (*Chemical Sciences*)³ Spectroscopist³ Staff Chemist ³

Computer Science or Management Information Systems

Assistant Actuarial Trainee, CalPERS Assistant Information Systems Analyst² Associate Information Systems Analyst (Specialist)² Associate Systems Software Specialist (Technical)²

Dietetics

Director of Dietetics³ Food Service Supervisor ll (requires an internship in institutional management of dietetics or membership in the American *Dietetic Association*)

Earth Science

Assistant Geologist² **Energy Analyst** Environmental Scientist

Economics

Assistant Energy Facility Siting Planner ³ Associate Management Auditor ^{2,3} Energy Analyst Financial Institutions Examiner² Housing & Community Development Representative 1³ Housing Finance Trainee (General) Integrated Waste Management Specialist² ² Real Estate Officer Research Analyst l (Economics)³ Retirement Program Specialist 1 Senior Management Auditor ^{2,3} Staff Services Management Auditor² Supervising Management Auditor ^{2,3} Transportation Planner²

Electronics

Telecommunications Systems Analyst 1³

1 You may be able to substitute related experience.

2 Specific courses required.
 3 Experience required in addition to the education requirement.

Engineering (Specialties Required)

Air Pollution Specialist Air Quality Engineer I, DCA Air Resources Engineer² Assistant Energy Facility Siting Planner³ Assistant Geologist² Assistant Land Surveyor Assistant Procurement Engineer³ Associate Oil and Gas Engineer³ Departmental Construction and

Maintenance Supervisor³ Deputy State Fire Marshal² Electrical Engineer² Energy Analyst Energy & Mineral Resources Engineer Engineering Geologist Hazardous Materials Specialist Hazardous Substances Engineer Integrated Waste Management Specialist² Junior Civil Engineer Junior Health Physicist Measurement Standards Specialist 1¹ Mechanical Engineer² Motor Carrier Specialist l, CHP^{1,3} Supervising Hazardous Substances Engineer l, ll³ Transportation Planner² Waste Management Engineer Water Resources Control Engineer

Entomology

Environmental Scientist

Environmental Design Arts Environmental Planner

Environmental Health

Environmental Scientist Hazardous Materials Specialist Integrated Waste Management Specialist Junior Industrial Hygienist

Environmental Health Science Environmental Scientist

Environmental Science or Ecology

Air Pollution Specialist Air Quality Engineer I, DCA Assistant Energy Facility Siting Planner ³ Associate Energy Specialist (Efficiency) ³ Associate Energy Specialist (Forecasting) ³ Associate Energy Specialist (Technology Evaluation and Development) ³ Coastal Program Analyst 1 Energy Analyst Electric Generation Systems Specialist ³

1 You may be able to substitute related experience.

2 Specific courses required.

3 Experience required in addition to the education requirement.

Environmental Planner (*Natural Sciences*) Environmental Scientist Hazardous Materials Specialist Integrated Waste Management Specialist

Exercise Physiology Physical Testing & Evaluation Specialist

Finance

Financial Institutions Examiner ² Housing & Community Development Representative l Housing Finance Trainee (*General*)

Fisheries Management

Fish & Wildlife Interpreter l² Environmental Scientist

Forestry

Assistant Forest Property Appraiser (BOE) ³ Environmental Scientist Forestry Assistant ll

Geography

Coastal Program Analyst l Environmental Scientist Housing & Community Development Representative l Research Analyst 1² (Demography)³ Research Analyst 1² (Social Behavioral)³ Research Program Specialist 1³ Transportation Planner²

Geology

Assistant Geologist ² Associate Oil & Gas Engineer ³ Energy Analyst Energy & Mineral Resources Engineer ¹ Engineering Geologist Environmental Scientist Senior Petroleum & Mining Appraisal Engineer ³

Health Administration, Health Economics, Health Education, Health Planning, Health Science or Hospital Administration

Assistant Hospital Administrator ³ Health Analyst

Historic Preservation Environmental Planner (Architectural History)

Industrial Hygiene

Environmental Sci<mark>entist</mark> Hazardous Materials Specialist Integrated Waste Management Specialist Junior Industrial Hygienist

BACHELOR DEGREE

BACHELOR DEGREE

Industrial Relations Labor Relations Specialist Labor Standards Investigator ³

Information Technology Associate Systems Software Specialist I (*Technical*)³

Landscape Architecture Landscape Architect

Law Labor Relations Specialist

Library Science

Librarian Librarian (Correctional Facility) Librarian (Residential Care Centers)

Mathematics

Actuarial Assistant Trainee Air Pollution Specialist Air Quality Engineer I, DCA Integrated Waste Management Specialist ² Junior Health Physicist Measurement Standards Specialist 1¹ Operations Research Specialist 11³ Statistical Methods Analyst 1²

Marine Biology

Coastal Program Analyst l Environmental Scientist

Medicine

Environmental Scientist Junior Industrial Hygienist

Meteorology Environmental Scientist

Music Therapy Rehabilitation Therapist, State Facilities (*Music*)

Natural Resource

Management or Conservation

Coastal Program Analyst l Conservancy Project Development Analyst l, ll ³ Environmental Scientist Forestry Assistant ll Public Land Manager l, ll ³

Natural Science

Associate Environmental Planner ³ Environmental Planner Environmental Scientist Park Interpretative Specialist State Park Interpreter I Nutrition or Dietetics

Assistant Director of Dietetics ³ Child Nutrition Assistant

Occupational Therapy Industrial Therapist (Safety)

Physical or Life Science

Air Pollution Specialist Assistant Procurement Engineer ³ Criminalist ³ Energy Analyst Environmental Scientist Hazardous Materials Specialist Junior Health Physicist Measurement Standards Specialist ^{1,2} Oceanographer ³

Physical Education Physical Testing and Evaluation Specialist

Physics

Air Quality Engineer I, DCA Associate Energy Facility Siting Planner ³ Deputy State Fire Marshal Environmental Scientist Junior Health Physicist Junior Industrial Hygienist Measurement Standards Specialist ^{1,2}

Planning

Associate Energy Facility Siting Planner ³ Coastal Program Analyst l Energy Analyst Housing & Community Development Representative l Housing Finance Trainee (*General*) Real Estate Officer Transportation Planner

Plant Pathology

Environmental Scientist Plant Pathologist (*Field*)²

Political Science Housing & Community Development Rep 1² Labor Relations Specialist

Psychology Chief, Domiciliary Services ³ Labor Relations Specialist

1 You may be able to substitute related experience. 2 Specific courses required.

3 Experience required in addition to the education requirement.

Public Administration

Assistant Hospital Administrator³ Associate Management Auditor 2,3 Housing & Community Development Representative 1² Housing Finance Trainee (General) Labor Relations Specialist Retirement Program Specialist 1 Senior Management Auditor ^{2,3} Staff Services Management Auditor ^{2,3} Supervising Management Auditor ^{2,3} Transportation Planner²

Public Health

Assistant Industrial Hygienist Environmental Scientist Health Analyst Junior Industrial Hygienist Senior Health Physicist ³ Senior Industrial Hygienist

Recreation or Recreation Therapy

Recreation Therapist

Resource Management or Conservation

Energy Analyst Environmental Planner **Environmental Scientist** Industrial Relations Representative Integrated Waste Management Specialist²

Social Science

Public Participation Specialist, DHS Public Participation Supervisor, DHS Labor Standards Investigator ³ State Park Interpreter I ³

Social Work

Industrial Therapist (Safety) Clinical Social Worker (Health Facility) (Master's Degree required) Coordinator of Volunteer Services (or Psychology, Recreation, Occupational Therapy, or Social Group Work) Social Work Associate (or Humanities) Supervising Psychiatric Social Worker I (Master's Degree required)

Sociology

Alcohol Treatment Counselor, Veterans Home and Medical Center (or Psychology Degree) Chief, Domiciliary Services ³ Labor Standards Investigator ³ Transportation Planner²

Soil Science

Environmental Scientist Hazardous Materials Specialist Integrated Waste Management Specialist

Sports Medicine

Physical Testing & Evaluation Specialist

Statistics

Actuarial Assistant Trainee, CalPERS Energy Analyst Integrated Waste Management Specialist² Statistical Methods Analyst l

Surveying or Surveying Engineering Assistant Land Surveyor

Therapeutic Recreation

Rehabilitation Therapist, State Facilities (Recreation) Supervising Rehabilitation Therapist

Toxicology

Environmental Scientist Integrated Waste Management Specialist

Vocational Education or Rehabilitation

Industrial Therapist (Safety) Vocational Resource Specialist

Wildlife Management

Environmental Planner (*Natural Sciences*) **Environmental** Scientist Fish & Wildlife Interpreter 1²

Zoology

Economic Entomologist² Energy Analyst Environmental Planner (Natural Sciences) **Environmental Scientist** Fish & Wildlife Interpreter 1²



- 1 You may be able to substitute related experience. 2 Specific courses required.
- 3 Experience required in addition to the education requirement.

Rev. 7/2015

BACHELOR DEGREE

TWO YEAR DEGREE

Do you have Start your career by working at the State of California!

If you are beginning to think about your career why not go on line and check out the specification describing the duties and requirements of each class.



Visit **www.jobs.ca.gov** to begin your career with the State of California!

Any Major

Account Clerk II Accountant Trainee** Accounting Officer (Specialist)**³ Budget Technician I Business Taxes Representative**3 Computer Operator** Computer Operators Specialist I** Computer Operators Supervisor I** Compliance Representative, FTB**³ Counselor, School for the Blind** Counselor, School for the Deaf** Criminal Identification Specialist I Criminal Intelligence Specialist I Driver Safety Hearing Officer ³ Editorial Aid Graphic Designer II** Information Systems Technician** Information Systems Technician Specialist I** Information Systems Technician Supervisor I** Inspector, Dept of Motor Vehicle** Junior Property Agent³ Legal Assistant**³ Licensing-Registration Examiner, Dept of Motor Vehicles Management Services Technician Museum Technician** Personnel Selection Technician¹ Personnel Technician I¹

Plant Quarantine Inspector³ Programmer I** Secretary³ Sheet Metal Worker (completion of technical instruction)³ Stationary Engineer (completion of technical instruction)³ Special Agent, Dept of Justice³ Tax Technician, FTB** Workers' Compensation Insurance Technician

Accounting

Accountant I (Specialist)**3 Accounting Administrator^{**3} Accounting Administrator I (Supervisor)³ Accounting Analyst^{**} Accounting Technician³ Assistant Administrative Analyst – Accounting Systems³ Associate Administrative Analyst – Accounting Systems³ Auditor I** Insurance Examiner Senior Accounting Officer (Specialist)**³ Staff Administrative Systems Analyst -

Accounting Systems³





¹*Or you may be able to substitute related experience on these classes. See specification. **Specific courses required. See specification. 3 - Experience required in addition to the education requirement

Administration of Justice Criminal Justice, Criminology Law Enforcement or Policy Science Fish and Game Warden Cadet Inspector, Dept of Motor Vehicles Investigator Assistant Special Investigator I^{**3} State Fire Marshal Trainee³ State Park Peace Officer Cadet (*Ranger*) State Park Peace Officer Cadet (*Lifeguard*)

Agricultural Inspector Plant Quarantine Inspector³

Architecture Architectural Assistant³

Art Exhibit Technician

Automobile Engineering/Mechanics Automotive Emission Test Specialist I

Automobile Mechanics Automobile Mechanics3

Biological/Physical Sciences Agricultural Biological Technician Aquatic Pest Control Technician, Department of Boating & Waterways Fish and Game Warden Cadet Laboratory Technician (Criminalist)** Seismological Instrument Technican I³

Building Construction or Inspection Construction Inspector Technician, Water Resources

Chemistry Laboratory Technician (Chemical Analysis)**

Computer Science, Data Processing, or Management Information Programmer I**

Conservation Forestry Assistant I Forestry Technician

Electrical Technology/Electronics Electrician I, II3 Electrical Engineering Technician I³ Instrument Technician I, Air Quality

^{1*}Or you may be able to substitute related experience on these classes. See specification.
**Specific courses required. See specification.
3 - Experience required in addition to the education requirement

Engineering Construction Inspector Technician, Water Resources

TWO YEAR DEGREE

Environmental Science/Ecology Fish and Game Warden Cadet

Fire Technology Firefighter/Security Officer State Fire Marshal Trainee

Forestry Assistant I Forestry Technician

Graphic Design Graphic Designer II**

Health Science/Social Sciences Pathology Assistant (or Phlebotomy certificate)3 Pharmacist Pharmacy Technician

Information Technology Assistant Information Systems Analyst **

Legal *Legal Secretary

Library Science Library Technical Assistant I

Maintenance Mechanic Maintenance Mechanic

Natural Resource Management Forestry Assistant I Forestry Technician

Ornamental Horticulture Groundskeeper

Parks State Park Interpreter Assistant

Physics Laboratory Technician (Criminalist)

Psychology Chief, Alcohol Treatment Service

Respiratory Therapy Respiratory Care (Practitioner)

Television Communication Television Assistant



HIGH SCHOOL GRAD

Are you a recent

Then you may qualify to work for the State of California!

If you have a high school degree you are eligible to go on line and check out the specification describing the duties and requirements of each class. Visit www.jobs.ca.gov to begin your career with the State of California!



High School Graduation

Audiologist Aide Benefit Program Specialist (CalPERS)³ Cadet, California Highway Patrol (age limits for participation in examination: 20-35 years, minimum age for appointment: 21 years) Claim Auditor³ Correctional Officer *(minimum age for appointment: 21 years)* Digital Composition Specialist I³ Editorial Aid³ Health Record Technician l³ Hospital Police Officer (POST certification required) Office Assistant (General) Office Assistant (*Typing*) Program Technician l³ Student Assistant Tax Technician I **Teaching Assistant** Youth Correctional Officer (minimum age for appointment is 21 years of age)

Less than a High School Graduation

Activity Coordinator, Veterans Home and Medical Center Air Resources Technician l Assistant Clerk Assistive Technology Trainee Automotive Equipment Operator I, ll Automotive Pool Manager l Barbershop Manager Building Maintenance Worker Caltrans Highway Maintenance Worker Caltrans Landscape Maintenance Worker Certified Nursing Assistant Chief Engineer II (*high school diploma desirable*) Cook Specialist I, Ìl Custodian Custodian Supervisor II

Follow Us On

California Department facebook. of Human Resources twitter @Calhr_gov



District Representative I, II, Division of Codes and Standards District Representative I, II, Division of Codes and Standards (Non-Peace Officer) **Executive Assistant Fire Fighter** Fire Fighter I (*minimum age at time of appointment*: 18 years) Senior Word Processing Technician Service Assistant (*Custodian*) Food Service Technician l Food Service Technician I (Correctional Facility) Food Service Worker l (*Safety*) Fusion Welder Hospital Worker Housekeeper Information Systems Technician Junior Engineering Technician Key Data Operator Key Data Supervisor I, II, III Laboratory Assistant Laborer Launderer Launderer Assistant Launderer Supervisor Laundry Worker Lead Custodian Lead Groundskeeper Legal Secretary Locksmith l Mailing Machines Operator I, ll Mailing Machines Supervisor Mailing Machines Supervisor l Maintenance and Service Occupational Trainee Mason l Materials and Stores Specialist Materials and Stores Supervisor Medical Supply Technician Microfilm Technician l Microfilm Technician ll Museum Custodian Painter l Painter Supervisor Park Aide Park Maintenance Assistant Personnel Specialist Personnel Supervisor l Personnel Supervisor Il Plumber Pool Lifeguard Pool Lifeguard Seasonal

¹Equivalent to High School Graduation = Either (1) Passing the General Education Development Test (GED); (2) Completing 12 semester units of college-level work; (3) Certification from the State Department of Education, a local School Board, or high school authorities; Or (4) For Office Services and Accounting examinations, business college work for high school year for year. ²Specific courses required.

³*Experience required in addition to the education requirement.*

Printing Trades Supervisor 1 (General)

HIGH SCHOOL GRAD

Seasonal Clerk Security Guard (minimum age at time of appointment: 18 years) Senior Delineator Senior Printing Trades Specialist (General) Service Assistant (Maintenance) Skilled Laborer State Park Equipment Operator Stock Clerk Supervising Cook l, ll Supervising Housekeeper l, ll Supervising Program Technician II Supervisor of Building Trades Tax Program Assistant, Franchise Tax Board Tax Technician, Franchise Tax Board Tax Program Technician, Franchise Tax Board Tractor Operator-Laborer Window Cleaner Word Processing Technician

