



IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORKPLACE. 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.

**ENERGY AND MINERAL RESOURCES ENGINEER
OPEN
CONTINUOUS EXAMINATION**

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| CONTINUOUS FILING | Applications will be accepted on a continuous basis and will be held for the next available exam. Applications must have an original signature; therefore, faxed applications will not be accepted for any reason. Testing is considered continuous as test dates can be set at any time. |
| HOW TO APPLY | <p>All applicants must complete and return the entire examination packet. The examination packet must include the following, which may be obtained from http://www.conservation.ca.gov/index/Pages/jobs.aspx or the links below:</p> <ul style="list-style-type: none"> • State Examination Application (Form STD 678) • Conditions of Employment (DOC 631 REV. 10/98) <p>Applications may be filed in person or by mail with:</p> <p>Department of Conservation Human Resources Office 801 K Street, MS 22-13 Sacramento, CA 95814</p> <p>DO NOT submit applications to the State Personnel Board.</p> |
| SPECIAL TESTING ARRANGEMENTS | If you have a disability and need special testing arrangements, mark the appropriate box in Part 2 of the "Application for Examination". You will be contacted to make specific arrangements. |
| TESTING PERIOD | Examinations will be scheduled as needs warrant. A candidate may only test once in a 12 month period. |
| EXAMINATION INFORMATION | <p>QUALIFICATIONS APPRAISAL INTERVIEW – WEIGHTED 100%</p> <p>This examination will consist of a Qualifications Appraisal Interview (QAP), weighted 100%. The QAP will consist of pre-determined job-related questions. 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 FROM THE EXAMINATION. IT IS ANTICIPATED THAT INTERVIEWS WILL BE SCHEDULED AS NEEDED AND IN SUCH LOCATIONS AS THE NUMBER OF CANDIDATES WARRANT.</p> |
| LOCATION | Anticipated positions may exist in Sacramento, Bakersfield, Coalinga, Santa Maria, Ventura and Cypress. |
| SALARY RANGE | \$4729-7413 |
| ELIGIBLE LIST INFORMATION | A department open list will be established for the Department of Conservation. Names of successful competitors are merged into the list in order of final scores regardless of test date. Eligibility expires 12 months after it is established. |
| REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION | <p>NOTE: It is your responsibility to make sure you meet the education and/or experience requirements stated below. Your signature on your application indicates that you have read, understood, and possess the basic qualifications required.</p> <p>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, candidates possessing qualifying experience amounting to 50% 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 as meeting 100% of the overall experience requirement.</p> |
| EDUCATION | <p>Either I: Equivalent to graduation from college with major work in geology, petroleum engineering, or a closely related field of engineering. (Qualifying experience may be substituted for the required education on a year-for-year basis. This experience must have included responsibility for inspection of oil, gas, and geothermal well drilling, production, maintenance and abandonment operations, and related activities or must have included work in a minerals extraction program. In California state service, one year at the Oil and Gas Technician III level meets this qualification.) Registration as a senior in a recognized college will admit applicants to the examination, but they must produce evidence of graduation before they can be appointed.</p> <p>Or II: One year of experience performing the duties of a Mineral Resources Engineering Technician III. <u>and</u> Completion of the equivalent of 18 college semester units in engineering, geology, or a closely related field.</p> |
| SPECIAL PERSONAL CHARACTERISTICS | Interest in learning the practical application of engineering and geological principles to oil, gas, and geothermal resources problems and other mineral extraction operations; willingness to do routine or detailed work; willingness to work at night, on weekends and holidays, and at unusual hours; willingness and ability to work in remote areas with limited access; ability to work well with other governmental and industry field personnel; ability to communicate effectively; and the willingness and ability to accept increasing responsibility. |
| ADDITIONAL DESIRABLE QUALIFICATIONS | Positions with the Department of Conservation may require possession of a valid driver license of the appropriate class issued by the Department of Motor Vehicles. |

SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

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| THE POSITION | <p>Incumbents at the entry level may assist engineers of higher level by performing under close supervision the less difficult engineering or engineering surveillance work in connection with the issuance, control, and administration of leases for the extraction of oil, gas, geothermal, and mineral resources to ensure compliance with lease/permit requirements; witness various tests of equipment and materials used in oil, gas, and geothermal well operations; perform inspections of oil, gas, and geothermal operations, including well sites, facilities, and equipment; make various physical and chemical tests of produced or injected fluids and drilling fluids; write reports on tests and inspections; compile graphic data and prepare technical reports; assist in the preparation of extractive permits or leases, oil, gas, and mineral reserves and values, engineering and subsurface geological studies or investigations, and participates in field investigations for compliance with regulations; review and check well records filed by operators; prepare and update graphical and statistical office records and reports; may make recommendations to operators regarding the construction or maintenance of drilling and producing facilities; and compile graphical data, prepare maps, and technical reports.</p> <p>At the intermediate working level, incumbents perform the above duties on a more independent basis as well as other engineering work of average difficulty. Incumbents may assist in the technical evaluation and permitting of proposed well operations; interpret geological and engineering maps and data; draft technical directives or reports in response to proposals or lease applications, or in response to observations made during tests and inspections; perform field inspections for compliance with regulations and lease provisions; investigate complaints and occurrences of damage; conduct or participate in studies of operations and reservoirs involving the interpretation of geological and engineering data; prepare and review various environmental documents; estimate oil, gas, and mineral reserves and values; prepare various geologic and engineering reports, maps, cross-sections, graphs, and statistical data on extractive operations, investigations, tests, or studies for publication, regulatory, or lease compliance purposes; and furnish information to operators and the public on State laws, regulations, and procedures.</p> |
| SCOPE | <p>In appraising experience, more weight will be given to the breadth and recency of pertinent experience. In addition to evaluating the competitor's relative abilities as demonstrated by quality and breadth of experience, emphasis will be on measuring competitively, relative to job demands, each competitor's:</p> |
| KNOWLEDGE OF | <ol style="list-style-type: none"> 1. California laws regulating the drilling, operation, maintenance, and abandonment of oil, gas, and geothermal wells and the extraction of other minerals. 2. Principles, methods, equipment, and terminology of petroleum engineering and geology. 3. Physical and chemical tests used in analyzing oil, gas, and water. |
| ABILITY TO | <ol style="list-style-type: none"> 1. Interpret engineering and geologic reports, maps, graphs, and other statistical data relating to oil, gas, geothermal, and other mineral extraction operations. 2. Work harmoniously with those contacted on the job. 3. Prepare clear and concise correspondence and reports relating to oil, gas, geothermal, and other mineral extraction operations. 4. Objectively witness and make field inspections. |
| CAREER CREDITS | <p>Will not be granted for this examination.</p> |
| VETERANS PREFERENCE CREDITS | <p>Will be added to the final score of all competitors who are successful in this examination and who qualify for, and have requested, these points. Due to changes in the law, which were effective January 1, 1996, VETERANS WHO HAVE ACHIEVED PERMANENT CIVIL SERVICE STATUS ARE NOT ELIGIBLE TO RECEIVE VETERANS' CREDITS.</p> |
| TRAVEL ACCOMMODATIONS | <p>Candidates are responsible for any expenses incurred when participating in all examinations administered by the Department of Conservation (i.e., transportation, lodging, parking, etc.).</p> |

GENERAL INFORMATION: It is the candidate's responsibility to contact the Department of Conservation in Sacramento at (916) 322-7685 three days prior to the written 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 Conservation three weeks after the final filing date if he/she has not received a progress notice.

If a candidate's notice of oral interview or performance test 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.

Applications are available at State Personnel Board Offices, www.spb.ca.gov, local office of the Employment Development Department and the Department noted on the front. Only applications with a revision date of 12/2006 will be accepted in the examination. All other applications will be returned.

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. Your performance in the examination described on the other side of this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

The Department of Conservation 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.

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, oral interviews are scheduled in Sacramento, San Francisco, and Los Angeles. However, locations of interviews may be limited or extended as conditions warrant.

Eligible Lists: Eligible lists established by competitive examination, regardless of dates, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartment promotional, 4) servicewide promotional, 5) open eligible list. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in from one to four years unless otherwise stated on this bulletin.

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 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.

Interview Scope: If an interview is conducted, in addition to the scope described on the other side of this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breadth and recency of pertinent experience of the candidate's ability to accept and fulfill increasing responsibilities than to the length of his/her experience. Evaluation of a candidate's personal development will include considerations of his/her recognition of his/her own training needs; his/her plans for self-development; and the progress he/she made in his/her efforts toward self-development.

High School Equivalence: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) Test by scoring at least 35 on each of the five subtests and averaging 45 for all the subtests; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

Veterans Preference: California law limits the granting of veterans preference credits to entrance examinations. When credit is granted, it is as follows: 10 points for veterans, widows or widowers of veterans, and spouses of 100% disabled veterans; and 15 points for disabled veterans. Directions for applying for veteran's preference are on the Veterans Preference Application, which is available from the State Personnel Board Offices or written test proctors.