



**CONTINUOUS
OPEN SPOT FOR DEPARTMENT OF STATE HOSPITALS -
COALINGA**

**SENIOR RADIOLOGIC TECHNOLOGIST
(SPECIALIST-SAFETY)**

www.dsh.ca.gov

The Department of State Hospitals is an Equal Employment Opportunity employer committed to ensuring the rights of every applicant and employee to work in an environment free from unlawful discrimination and harassment and without regard to race, color, sex/pregnancy, gender, age, religion, marital status, national origin, ancestry, disability, medical condition, political affiliation or opinion, or sexual orientation.

It is the 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.

EXAMINATION TYPE

This is an open spot for the Department of State Hospitals. Examination and/or Employment Applications will not be accepted on a promotional basis. Career credits do not apply.

HOW TO APPLY

Please submit an Examination and/or Employment Application (STD. 678) form to the address indicated below. **DO NOT SUBMIT EXAMINATION AND/OR EMPLOYMENT APPLICATION FORMS TO THE CALIFORNIA DEPARTMENT OF HUMAN RESOURCES.**

NOTE: All Examination and/or Employment Application forms must include: "to" and "from" dates (month/day/year); time base; and civil service class titles. Examination and/or Employment Application forms received without this information will be rejected. Resumes will not be accepted in lieu of a completed Examination and/or Employment Application (STD. 678) form.

WHERE TO APPLY

MAIL OR HAND DELIVER EXAMINATION AND/OR EMPLOYMENT APPLICATION FORMS TO:

**DSH - COALINGA
SELECTION SERVICES UNIT
P.O. BOX 5002
COALINGA, CA 93210
(559) 935-4305 / TDD (559) 935-7120**

California Relay for the hearing impaired:

From a TDD Phone (800) 735-2929
From a Voice Phone (800) 735-2922

**EXAMINATION
ELIGIBILITY LIMITATION**

A candidate may be tested only once during any testing period. The testing period for this classification is once every 12 months. If you have taken an examination for this classification with the Department of State Hospitals - Atascadero, Coalinga, Metropolitan, Napa, Patton, Salinas Valley or Vacaville, within the last 12 months, you are not eligible to compete in this examination.

FINAL FILE DATE

Continuous Testing – No Final File Date. Testing is considered continuous as dates can be set at any time.

**SPECIAL TESTING
ARRANGEMENTS**

If you have a disability and need special testing arrangements, mark "yes" on Question #2 on the Examination and/or Employment Application form. The Selection Services Unit will contact you to make special testing arrangements.

**IDENTIFICATION
REQUIRED**

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

EXAMINATION DATES

Qualifications Appraisal: Interviews are scheduled as conditions warrant. Candidates are notified, by mail, a minimum of two (2) weeks prior to their scheduled interview.

SALARY RANGE

Range T: \$ 4,807 - \$ 5,599*

*Salary reflects the 2% increase effective 7/1/2014.

The salaries used in the bulletin may not reflect all pay raises or any additional bonuses. You should verify the salary level(s) with the department personnel office before making any commitments

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION

It is your responsibility to make sure you meet the education and/or experience requirements stated on this announcement on the date you submit your application. Your signature on your Examination and/or Employment Application form indicates that you have read, understood, and possess the basic qualifications required.

NOTE: All applicants must meet the education and/or experience requirements for this examination by the testing deadline established by the testing office.

MINIMUM QUALIFICATIONS

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.

Possession of a current valid certificate as a Certified Radiologic Technologist in diagnostic radiologic technology issued by the California State Department of Health Services. (Applicants who are in the process of securing such certification will be admitted to the examination but must possess the certificate before they will be considered eligible for appointment.) **and**

EITHER I

One year of experience performing the duties of a Radiologic Technologist (Safety) in the California state service.

OR II

Three years of experience, including training in radiologic techniques and methods, under an accredited medical radiologist. (Successful completion of the work required for a graduate nurse may be substituted for one year of this required experience and training.)

OR III

One year of experience as a radiologic technologist and successful completion of a two-year training program in radiologic technology approved by the Council on Medical Education and Hospitals of the American Medical Association, in collaboration with the American College of Radiology.

SPECIAL PERSONAL CHARACTERISTICS

Alertness, vision sufficient to perform the essential functions of the job, freedom from communicable diseases.

SPECIAL PHYSICAL CHARACTERISTICS

Possession and maintenance of sufficient strength, agility, and endurance to perform during physically, mentally, and emotionally stressful and emergency situations encountered on the job without endangering the health and well-being of the incumbent, fellow employees, patients, or the general public.

ADDITIONAL DESIRABLE QUALIFICATIONS

Education equivalent to graduation from high school, a Therapeutic Radiologic Technologist Certificate, and a valid Certificate of Fluoroscopy.

POSITION DESCRIPTION

This is the advanced journey level where incumbents perform the full range of duties as the sole civil service Radiologic Technologist (Safety) in a hospital, developmental center, or institution, or personally perform the most difficult technical work. Incumbents may also instruct or lead other civil service Radiologic Technologists (Safety), as well as clerical staff, wards, inmates, or resident workers. Incumbents perform under the direction of the chief of the medical facility. Typical duties may include any or all of the tasks performed by Radiologic Technologists (Safety); maintaining inventory, ordering required supplies, and having responsibility for storage and dispensing of supplies; maintaining and updating procedures manuals; coordinating maintenance services on machinery; assisting in the preparation of the radiologic department's annual budget; and doing other related duties.

POSITION LOCATION(S)

Coalinga.

EXAMINATION INFORMATION

This examination may consist of a Qualifications Appraisal Interview weighted 100%.
 If conditions warrant, this examination may utilize an evaluation of each candidate's experience and education 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.

In order to obtain a position on the eligible list, a minimum rating of 70% must be attained. ***Candidates who do not appear for the interview will be disqualified.***

EXAMINATION SCOPE

Qualifications Appraisal – Weighted 100%

Knowledge of:

1. Modern radiologic equipment and techniques.
2. Regional and gross anatomy of the human body.
3. Standardized radiologic clinical procedures.
4. Thorough knowledge of the hazards of radiologic materials and the safety precautions required.
5. The operation and care of modern radiologic equipment.
6. The ordering and storing of supplies.

Ability to:

1. Communicate effectively at a level required for successful job performance.
2. Administer emergency aid for shock.
3. Prepare solution used in processing x-ray film and process film.
4. Keep simple records, file film correctly, and compile reports.
5. Follow directions.
6. Analyze situations accurately and take effective action.
7. Establish and maintain cooperative working relationships with others.
8. Formulate and maintain a records system and determine the types of reports to be compiled.
9. Assist with personnel, equipment, and supply budgets.

ELIGIBLE LIST INFORMATION

A departmental open eligible list will be established for the Department of State Hospitals - Coalinga. The eligible list will be used to fill vacancies at Coalinga. Names of successful competitors are merged onto the list in order of final score, regardless of date. Eligibility expires 12 months after it is established, unless the needs of the service and conditions of the list warrant a change in this period.

VETERANS' PREFERENCE

Veterans' preference will be granted in this examination.

GENERAL INFORMATION

For an examination without a written feature it is the competitor's responsibility to contact the Department of State Hospitals, Selection Services Unit at (916) 651-8832 three weeks after the application deadline date if she/he has not received a progress notice.

If a competitor's notice of oral interview or performance test fails to reach her/him prior to the day of the interview due to a verified postal error, she/he will be rescheduled upon written request.

Examination and/or Employment Application (STD. 678) forms are available at the California Department of Human Resources, local offices of the Employment Development Department, the Department of State Hospitals, and accessible on the internet at www.spb.ca.gov.

If you meet the requirements stated on this bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Competitors who pass will be ranked according to their scores.

The Department of State Hospitals 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 law 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 competitors and conditions warrant. Ordinarily oral interviews are scheduled in Sacramento. However, locations of interviews may be extended as conditions warrant.

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. 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.

General Qualifications: Competitors 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.

Veterans' Preference: Effective January 1, 2014, in accordance with Government Codes 18973.1 and 18973.5, Veterans' Preference will be awarded as follows: 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 Veterans' Preference. 2) An entrance examination is defined, under the law, as any open competitive examination. And 3) Veterans' Preference is not granted once a person achieves permanent civil service status.

Veteran status is verified by the California Department of Human Resources (CalHR). Directions to apply for Veterans' Preference are on the Veterans' Preference Application (Std. Form 1093), which is available at <http://jobs.ca.gov/Job/VeteransInformation>, and the Department of Veterans Affairs.

High School Equivalence: Equivalence to completion of the 12th 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.

Career Credits: In open, nonpromotional 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 requirements 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 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 civil service status in the appropriate section of the Examination and/or Employment Application (STD. 678) form. (Section 4 of Article VII of the California Constitution is posted at the California Department of Human Resources, 1515 S Street Sacramento, CA 95811.)

Department of State Hospitals

Selection Services

1600 9th Street, Room 121

Sacramento, CA 95814

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

From TDD Phones: 1-800-735-2929

From Voice Phones: 1-800-735-2922