



OFFICE OF STATEWIDE HEALTH PLANNING AND DEVELOPMENT

FIRE AND LIFE SAFETY OFFICER, I, HEALTH FACILITIES CONSTRUCTION

Final Filing Date: January 31, 2018

OPEN

AN EQUAL EMPLOYMENT 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 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.

EXAMINATION BASE DEPARTMENTAL FOR: OFFICE OF STATEWIDE HEALTH PLANNING AND DEVELOPMENT (OSHPD)

WHO SHOULD APPLY Applicants who meet the minimum qualifications as stated below. Applications will not be accepted on a promotional basis.

HOW TO APPLY Submit State Application (Std. Form 678) and Qualifications Assessment

By mail:
Office of Statewide Health Planning and Development (OSHPD)
Human Resource Services Office
2020 West El Camino Avenue, Suite 1016
Sacramento, CA 95833
In person: Drop off on the 8th Floor – Receptionist Desk
(916) 326-3208

If you are personally delivering your State Application and Qualifications Assessment, you must do so between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, on or before the final filing date to the same street address as listed above for the Human Resource Office.

Qualifications Assessments for Fire and Life Safety Officer I, (HFC) are available at the CalHR website at: www.jobs.ca.gov (under exams assessment search) or on the OSHPD website at: www.oshpd.ca.gov or in person at the address listed above.

APPLICATION DEADLINE/ REQUIREMENTS

January 31, 2018, is the final filing date. For a copy of the Qualification Assessment [Click here: https://oshpd.ca.gov/documents/Admin/Exams/FLSO-Qualifications-Assessment.pdf](https://oshpd.ca.gov/documents/Admin/Exams/FLSO-Qualifications-Assessment.pdf) also submit State Application (Std. Form 678) both items must be postmarked, personally delivered, or received via interoffice mail after the final filing date they will not be accepted for any reason.

All applicants must meet the education and/or experience requirements for this examination by the final filing date.

NOTE: Only applications with an original signature will be accepted.

TEST DATE

Candidates must complete and return the Fire and Life Safety Officer I, (HFC) Qualifications Assessment along with his/her State Application (Std. Form 678) by **January 31, 2018** final filing date. Candidates who meet the "Minimum Qualifications" will have their Qualifications Assessment rated.

SALARY RANGE(S)

As of: December 27, 2017
\$7,196.00 - \$9,000.00

MINIMUM QUALIFICATIONS

Experience:

Two years of experience performing full-time plan review and/or technical inspection or supervision of general construction projects for fire and life safety compliance in a public or private fire prevention agency. and

Education:

Equivalent to graduation from an accredited four-year college with a major in fire service administration, fire protection administration and technology, engineering, chemistry, physics, or architecture. (Additional qualifying experience may substitute for education on a year-for-year basis.)

EXAMINATION PLAN

EXAMINATION INTERVIEWS WILL NOT BE HELD. This examination will consist of a Qualifications Assessment weighted 100%. To obtain a position on the eligible list, applicants must achieve a minimum rating of 70% on the Qualifications Assessment.

The Qualifications Assessment is designed to elicit a range of specific information regarding each candidate's knowledge, skill, abilities, and potential to effectively perform the duties relative to the classification. Candidates who meet the "Minimum Qualifications" will have their Qualifications Assessment rated and successful candidates will be placed on an eligible list. **SUBMISSION OF THE QUALIFICATIONS ASSESSMENT IS MANDATORY.** Candidates who do not submit a completed Qualifications Assessment will be eliminated from this examination.

EXAMINATION
PLAN
(CONTINUED)

Qualifications Assessment -- Weighted 100.00%

Scope: Emphasis in the examination will be on measuring competitively, relative to job demands, each candidate's:

A. Knowledge of:

1. Plan review code applications.
2. General building code applications.
3. Fire protection equipment and systems.
4. Exiting systems.
5. Mechanical and electrical systems and components.
6. Standards and methods of construction.
7. Construction documents and reports.
8. Methods of conducting building construction inspections.
9. Titles 19 and 24, California Code of Regulations.
10. Fire Protection and Prevention standards established by nationally recognized agencies such as the National Fire Protection Association.

B. Ability to:

1. Analyze situations accurately, reason logically and take effective action.
2. Inspect facilities for fire and life safety compliance.
3. Establish and maintain the confidence and cooperation of those contacted in the work.
4. Prepare clear and comprehensive status reports and correspondence.
5. Give oral presentations.
6. Provide clarification and guidance regarding the application of codes, regulations, and laws.

ELIGIBLE LIST
INFORMATION

The resulting eligible lists will be established to fill vacancies for the Office of Statewide Health Planning and Development (OSHPD). The list will be abolished 24 months after establishment unless the needs of the service and conditions of the list warrant a change in this period.

POSITION
DESCRIPTION AND
LOCATION(S)

This is the first working level. Under lead direction of a Fire and Life Safety Officer II (Health Facilities Construction), incumbents within an assigned geographical area are responsible for enforcing fire and life safety regulations and standards as contained in Titles 19 and 24 of the California Code of Regulations; performing inspection work of average difficulty; reviewing plans and specifications for fire and life safety compliance; and advising project participants on construction methods, techniques and materials, and code related matters.

SPECIAL TESTING
ARRANGEMENTS

If you have a disability and need special testing arrangements, mark the appropriate box on the "Examination Application." You will be contacted to make specific arrangements.

VETERANS POINTS/
CAREER CREDITS

California law allows the granting of Veterans' Preference in any Open examination. 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% disabled veteran, who achieves a passing score in an open 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) Veterans' Preference is not granted once a person achieves permanent civil service status. Career credits will not be granted in this examination.

It is the candidate's responsibility to contact the Office of Statewide Health Planning and Development (OSHPD) Human Resource Services Office at (916) 326-3208, three weeks after the final filing date if he/she has not received a progress notice.

Applications are available at Office of Statewide Health Planning and Development (OSHPD) www.oshpd.ca.gov

Office of Statewide Health Planning and Development (OSHPD) 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 revisions will be in accordance with civil service laws and rules and all competitors will be notified.

If you meet the requirements stated in this bulletin, you may take this examination. Possession of the entrance requirement(s) does not assure success in the examination or placement on the employment list. All candidates who pass the examination described in this bulletin will be ranked according to their scores.

Directions to apply for Veterans' Preference are available at the CalHR's website by clicking on the following link: [Veterans Preference Application \(CALHR 1093\)](http://www.jobs.ca.gov/job/VeteransInformation). Additional information can also be found at Department of Veterans Affairs' website at www.jobs.ca.gov/job/VeteransInformation.

General Qualifications: Competitors must possess essential personal qualifications including integrity, initiative, dependability, good judgment, 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 and fingerprinting may be required. In open examinations, an investigation may be made of employment records and personal history.

IT IS AN 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.

ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED

FOR CURRENT Office of Statewide Health Planning and Development (OSHPD) TESTING INFORMATION CALL (916) 326-3208
California Relay Service for the Deaf or Hearing Impaired: 1-800-735-2929
www.oshpd.ca.gov

THIS CANCEL AND SUPERSEDES ALL PREVIOUSLY ISSUED BULLETINS