



FIREFIGHTER II (PARAMEDIC)
9FS06

DEPARTMENT(S):	Department of Forestry & Fire Protection
OPENING DATE:	November 19, 2018
FINAL FILING DATE:	December 21, 2018
EXAM TYPE:	Open
SALARY:	\$3,696.00 - \$4,669.00
LOCATIONS:	Statewide

EQUAL EMPLOYMENT & DRUG FREE STATEMENTS

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.

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.

SALARY INFORMATION

This classification is eligible for the following pay:

- \$3,696.00- \$4,669.00 Base Salary (paid every month)
- \$1,855.00 - \$2,430.00 Extended Duty Week Compensation (paid every 4 weeks)
- \$250.00 - \$6,000.00 Paramedic Bonus (paid every November; amount based on months worked)

In addition to the above pay items, employees are eligible for medical benefits (health, dental, vision) and may be eligible for other pay differentials.

WHO CAN APPLY

Persons who meet the minimum qualifications of the classification as stated on this examination bulletin. All applicants must meet the experience requirements by the written test date.

HOW TO APPLY

To apply for this examination, please complete and return the following:

- [Examination/Employment Application \(STD.678\)](#). This can also be found on the California Department of Human Resources' website. *You may submit your application by mail or in person.*
- A Photocopy of your Paramedic license or proof of enrollment in an approved paramedic training program within five (5) months of completion

<u>SUBMIT BY MAIL:</u>	<u>SUBMIT IN PERSON:</u>
Department of Forestry and Fire Protection Examination Unit – (Attention: Ashley Stewart) P.O Box 944246 Sacramento, CA 94244-2460	Department of Forestry and Fire Protection Examination Unit – (Attention: Ashley Stewart) 1300 U Street Sacramento, CA 95818

DO NOT SUBMIT APPLICATIONS VIA E-mail

Applications postmarked or personally delivered after the final filing date, **December 21, 2018** will not be accepted for any reason.

All applications must include “from” and “to” employment dates (month/day/year), time base, and applicable civil service class titles. Applications received without this information will be rejected.

Dates printed on Mobile Bar Codes, such as the Quick Response (QR) Codes available at the USPS, are not considered Postmark dates for the purpose of determining timely filing of an application.

EXAMINATION INFORMATION

In order to obtain a position on the eligible list, applicants must receive a minimum rating of 70% on the performance test.

The exam will consist of a written test and a performance test. Candidates must earn a passing score on the written test in order to be invited to the performance test. Competitors who successfully pass both exam components will receive a score based on the performance test.

WRITTEN EXAMINATION – PASS/FAIL

The written examination consists of a set of job-related multiple-choice questions in the following categories:

- Grammar and Spelling
- Fire Prevention and Investigation
- Emergency Operations
- Reading Comprehension
- Understanding and Using Maps
- Arithmetic
- Medical
- Medical Legal
- Infection Control
- Pharmacology
- Trauma

EXAM BULLETIN – Firefighter II (P)

EXAM CODE – 9FS06 FINAL FILING DATE December 21, 2018

Written tests will be held in **Sacramento and Riverside** and are anticipated January/February 2019.

PERFORMANCE TEST- WEIGHTED 100%

- Performance tests will be conducted in a manner consistent with National Registry. Any study information can be found at [National Registry Website](#).

Performance tests will be held in **Riverside** and are anticipated January/February 2019.

PLEASE NOTE: All exam questions are based on the Knowledge, Skills and Abilities listed in this bulletin and the [Firefighter II \(Paramedic\)](#) classification specification which is located on the CAL HR website. Use this information when preparing for this exam and retain this bulletin for your reference.

CANDIDATES WHO DO NOT APPEAR FOR THE WRITTEN EXAMINATION WILL BE DISQUALIFIED.

SPECIAL TESTING ARRANGEMENTS

If you have a disability and need special testing arrangements, mark the appropriate box on the application and/or contact the Department of Forestry and Fire Protection at (916) 445-7824.

MINIMUM QUALIFICATIONS

Minimum age of 18 years at the time of appointment. (Candidates who are within two months of satisfying the age requirement will be admitted to the examination.) **and**

Possession of a current Emergency Medical Technician-Paramedic (EMT- P) certificate issued by a California County Health Officer; or enrollment in an approved paramedic training program within five months of completion. (Proof of paramedic certification applicable to county of employment will be required prior to appointment.) **and**

EITHER I

Experience: Three months of fire-fighting experience.

OR II

One year of experience as a certified volunteer fire fighter.

OR III

Completion of prerequisite training courses for Fire Fighter I certification.

OR IV

One year of experience as a Fire Prevention Specialist I and successful completion of the mandatory training courses prescribed for a Department of Forestry and Fire Protection Fire Fighter I.

EXAM BULLETIN – Firefighter II (P)

EXAM CODE – 9FS06 FINAL FILING DATE December 21, 2018

ADDITIONAL DESIRABLE QUALIFICATIONS

Education equivalent to completion of the twelfth grade.

ELIGIBLE INFORMATION

A Departmental eligible list will be established for the Department of Forestry and Fire Protection. This list will be abolished 12 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION

NOTE: Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination AND the notice to appear showing the scheduled date and time of the exam.

POSITION DESCRIPTION

1. Under supervision, as a member of a fire apparatus crew, to perform the full range of fire-fighting duties in suppression of vehicle, building, improvement and vegetation fires; to assist in building, grounds, and equipment maintenance and repair; and
2. As a member of a paramedic team, to perform paramedic duties in emergency medical situations; and to do other related work.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of:

1. Wildland firefighting safety rules of engagement to ensure safe operations
2. Principles and practices of emergency medical procedures to safely respond to and render medical aid
3. Fire suppression principles for various types of fires to safely and effectively mitigate an incident
4. Lookouts, Communication, Escape routes, Safety zones (LCES) to ensure incidents safely
5. Rescue, Exposure, Confinement, Extinguishment, Overhaul (RECEO) with salvage and ventilation procedures to ensure effective operations in structural fires
6. Emergency operations to mitigate incidents in a safe and effective manner
7. Basic Life Support (BLS) to effectively treat patients
8. The tactics used to suppress various types of fires
9. Factors affecting wildland fire behavior to ensure safe and effective operations
10. Safety gear to ensure compliance with safety rules, regulations, and personal safety
11. Basic fire behavior to identify the most effective extinguishing methods
12. Safety precautions to provide protection from communicable diseases
13. The strategies used to safely and effectively suppress various types of fires
14. Fire hose types to ensure appropriate use in fire suppression and other activities
15. Proper ladder placement in various situations and emergency incidents to ensure personnel and public safety
16. Intervention crew/team tactics for Fire Fighter safety and rescue
17. Building construction types or fire suppression tactics and firefighter safety
18. Rescue/extrication equipment to safely and effectively remove entrapped victims

19. Techniques involved in performing extractions in search and rescue operations to assist performance in emergency response
20. Fire tools and equipment to ensure proper use and maintenance
21. Hose deployment techniques to effectively suppress and mitigate various types of fires
22. Emergency scene safety practice to ensure the safety of the public and emergency response personnel
23. Incident accountability techniques to ensure personnel safety
24. The appropriate use and maintenance of firefighting tools and equipment to ensure safe and effective utilization
25. Wildland-urban interface strategies and tactics for structure defense to safely and adequately defend life, property, and resources
26. Life hazard notification policies to ensure scene safety
27. Fire service ladders to ensure operational readiness and personnel and public safety
28. Structural chainsaw operations to ensure life, safety, and compliance with Department Chainsaw policy
29. Decontamination techniques used to minimize the spread of communicable diseases following an incident
30. Hazardous material incident operations to analyze the situation and determine the appropriate actions to safely minimize and/or mitigate an incident
31. Hand and power tools during emergency and non-emergency incidents to remove fuel and assist in fire suppression and prevention
32. Ropes and related equipment and their proper use and maintenance
33. Wildland chainsaw operations for fire control and Fire Fighter safety per National Wildfire Coordinating Group (NWCG) and Department policy
34. Rescue/extrication techniques to safely and effectively remove entrapped victims
35. Basic mechanical advantage systems rescue operations
36. Safe food handling methods to ensure health and wellbeing of personnel to avoid food borne pathogens
37. Utility control (e.g., water, gas, electrical) to ensure personnel safety during incidents
38. Basic human anatomy for effective treatment of patients during medical emergencies
39. Mobile communication devices to effectively communicate with others
40. Specialized rescue procedures to safely and effectively rescue entrapped victims
41. Thermal imaging devices and proper application and use in emergency and non-emergency situations
42. Reference materials to ensure firefighter safety and survival
43. Fire apparatus and their capabilities for effective use and maintenance
44. Emergency vehicle operations according to Department policy, Federal, State, and local regulations
45. Selection, maintenance, and inspection methods for safety gear to ensure compliance with safety rules, regulations, and personal safety
46. Fire hose maintenance ensure operational readiness and Fire Fighter safety
47. Various terminology to communicate effectively
48. Standard response plans for appropriate response to incidents
49. Firing methods and techniques used during fire activities for safe and effective fire operations
50. Basic Advanced Life Support (ALS) to assist medical aid provider with techniques
51. Basic tactics and techniques used in aerial firefighting to assist in fire suppression activities and to ensure safety of personnel
52. The Department's organizational structure to work effectively within the organization
53. Weather observation tools and techniques to obtain location specific weather information
54. The proper uses and abilities of transport resources to ensure patient is provided proper transport to appropriate medical facility
55. Accepted command systems for proper incident organization and structure
56. Writing elements to ensure that written materials are complete, concise, and error-free
57. Department's mission, vision, and value statement to carry out the day to day activities of the Department

58. The proper uses and abilities of air-ambulance and rescue helicopter to ensure proper transport of patient to appropriate medical facility
59. Department intranet to access Department specific information, policies, and forms
60. The Department's safety procedures and programs to achieve workplace safety
61. The maintenance and safe operations of Department equipment to ensure safe and effective utilization
62. Ryan White Act in the event of an actual and/or potential communicable disease exposure to ensure appropriate policies and procedures are followed according to Department standards
63. Department computer programs for personnel reporting and compliance with Department policy
64. Fire prevention principles and practices to prevent fires and provide fire safety
65. The maintenance and operation of Department mobile equipment to ensure safe and effective utilization
66. The Critical Incident Stress Debriefing (CISD) system to recognize employee mental stress and health
67. Hazardous material incident command structure to safely mitigate the incident
68. Facility operations to ensure proper maintenance and operational readiness
69. Basic construction for appropriate maintenance and project completion
70. Basic mechanics to perform general repairs to ensure proper maintenance and operational readiness
71. Basic vehicle maintenance and repair to ensure safety and operational readiness
72. State-wide radio call plan to effectively communicate with Emergency Command Centers (ECC) and other emergency responders
73. The various fire cause classifications for statistical and investigative purposes
74. Hazardous material storage to ensure environmental safety and compliance with local, State, and Federal laws
75. Employee Assistance Program (EAP) and Employee Support Services (ESS) to offer as a resource to personnel and/or coworkers
76. Local support services to ensure the welfare of the public
77. The Department's and cooperating agencies' communications systems to allow effective communications between agencies
78. National Incident Management Systems (NIMS) to effectively respond to, organize, and direct emergency resources
79. Methods, materials, and equipment used in minor construction and maintenance for project completion
80. Basic fixed wing safety procedures to ensure the safety of personnel
81. Computer software programs to accomplish job duties and ensure effective job performance
82. Mathematic calculations for effective job performance
83. Patient assessment to effectively treat patients at the Basic Life Support (BLS) and Advanced Life Support (ALS) level
84. Pharmacology as appropriate for patient care and scope of practice
85. Basic Life Support (BLS) and Advanced Life Support (ALS) airway adjuncts and techniques used on patients during medical and traumatic emergencies
86. patient triage procedures and techniques to ensure appropriate treatment is administered
87. Safety precautions to provide protection from communicable diseases
88. Health Information Portability and Accountability Act (HIPPA) laws, rules, and regulations to ensure compliance and information security
89. Reference materials to ensure firefighter safety and survival
90. Continuous Quality Improvement (CQI) standards to ensure proper patient care and document trending of patient care
91. Department's chain of command to ensure effective operation within the department
92. California Code of Regulations (CCR) Title 22, Division 9 pertaining to Emergency Medical Services (EMS)
93. Mathematic calculations for effective job performance

Skill to:

1. Operate Self Contained Breathing Apparatus (SCBA) equipment for effective operation and use
2. Render basic medical aid to stabilize patient
3. Operate medical devices to render medical aid
4. Operate firefighting equipment for safe and effective use during fire suppression and training
5. Operate and climb various types of ladders for safe and effective operation
6. Perform arduous physical activity while carrying equipment in all conditions and terrain for effective job performance
7. Extrication tools and equipment to rescue pinned or trapped victims
8. Put on and take off appropriate fire & safety gear to provide for Fire Fighter safety according to Department policy
9. Use proper lifting mechanics to prevent personal injury
10. Perform vertical ventilation operations under fire conditions in accordance with Department policies and procedures
11. Put on and take off infectious control personal protective equipment to provide for Fire Fighter safety according to Department policy
12. Multi-task during emergency and non-emergency situations
13. Manipulate various tools for safe and effective use
14. Speak to others to effectively convey information
15. Construct a fire line using tools to limit fire spread in various fuel types and conditions
16. Perform low or high angle rescue to assist persons who have fallen or are trapped
17. Use communication equipment for effective communication in emergency and non-emergency situations
18. Use navigation tools for assistance in navigation and mapmaking
19. Perform aerial ladder operations at large heights in accordance with Department policies and procedures
20. Perform mechanical repairs on vehicles and small appliances to ensure operational readiness
21. Safely operate emergency equipment through adverse conditions
22. Perform and adhere to the California State Paramedic scope of practice
23. Operate medical devices to render medical aid
24. Operate resuscitator and/or bag valve mask to individuals having difficulty breathing and in respiratory failure
25. Don infectious control Personal Protective Equipment (PPE) to provide for firefighter safety according to Department policy
26. Don appropriate fire & safety gear to provide for firefighter safety according to Department policy
27. Speak to others in English to effectively convey information at the high school graduate level
28. Produce written correspondence in English at the high school graduate level to effectively convey information
29. Clean and maintain fire facilities, apparatus, and equipment
30. Perform low or high angle rescue in order to bring lost or injured victims to safety
31. Operate vehicles under adverse conditions to emergency and non-emergency incidents in accordance with Department policies and procedures

Ability to:

1. Administer Cardiopulmonary Resuscitation (CPR) support to patients in medical emergencies
2. Check vital signs of a patient to determine whether circulation and respiration are functional and adequate
3. Operate charged fire hoses and/or fire extinguishers for appropriate application during fire suppression and other activities
4. Quickly prepare self for response to an emergency
5. Maneuver various types of ladders
6. Adequately administer emergency medical care to ill or injured persons
7. Handle various sizes of fire hose
8. Recognize the characteristics of fire behavior to ensure Fire Fighter safety and public safety

9. Perform as part of a fire suppression crew during emergency incidents and work projects
10. safely perform arduous physical activity for extended periods of time to maintain effective job performance
11. Make sound judgments regarding patient care while under a variety of stressful situations to ensure patient health and safety
12. Perform job duties under adverse conditions in compliance with Department policy and local Emergency Medical Services (EMS) protocol
13. Maintain current licensures and certifications for Basic Life Support (BLS) level by attending continuing education as required by State law and local protocol
14. Assist during a Fire Fighter emergency on wildland or structural incidents
15. Recognize the characteristics of smoke
16. Safely use and maintain firefighting tools and equipment
17. Safely lift, carry and transport patients using the proper techniques and devices for transport to proper medical facility
18. Perform job duties in extreme temperatures, hazardous conditions, and all types of weather
19. Work as a member of a team to reach a common goal and/or objective
20. Communicate effectively in stressful situations and adverse conditions
21. Adapt to changing situations and circumstances when completing work assignments
22. Use extrication tools and equipment to rescue pinned or trapped victims
23. Provide appropriate care and treatment to patients when necessary to preserve life in compliance with local protocol and State law
24. Accurately interpret and follow directions from others
25. Analyze emergencies and/or problems and take best course of action to resolve situations
26. Recognize life safety hazards and make appropriate decisions for resolution
27. Tie knots and hitches to facilitate rescues, secure items, and complete projects
28. Multi-task during emergency and non-emergency situations
29. Learn current technologies and medical care techniques that are dynamic in nature
30. Communicate effectively in English at a level required for successful job performance
31. Hike on steep, uneven terrain while carrying equipment in all weather conditions
32. Construct a fire line to limit fire spread in various fuel types and conditions
33. Pass annual medical clearance for fit-testing respiratory protection equipment to meet the requirements of the Occupational Safety and Health Agency (CAL/OSHA).
34. Meet the physical characteristics in accordance with National Fire Protection Association (NFPA) guidelines and Department policies and procedures
35. Present and maintain a professional appearance and demeanor
36. Orally communicate effectively to a variety of audiences
37. Communicate effectively using a variety of terminology to relay pertinent information
38. Climb aerial ladder at large heights (e.g., Multistory buildings, water tower operations) for effective job performance
39. Determine appropriate route for response to emergency calls
40. Extract specific details from complex information during oral communication
41. Use mobile communication devices to effectively communicate in emergency and nonemergency situations
42. Calm emotionally distressed or distraught patients, victims, relatives, friends, co-workers, and spectators at an incident
43. Read and interpret maps
44. Assist a medical provider with Advanced Life Support (ALS) techniques
45. Hear within speech frequency uncorrected
46. Read and interpret reference materials for effective application
47. Recognize sensitive situations to maintain confidentiality
48. Perform low or high angle rescue in order to bring lost or injured victims to safety
49. Troubleshoot mechanical problems to ensure safe and effective repairs are completed
50. Interpret applicable laws, rules and regulation to ensure appropriate application in all administrative and Fire Fighter activities
51. Instruct others for general educational purposes
52. Perform minor repairs on mobile equipment

53. Computer software to complete reports and presentations, create documents, conduct research, and communicate appropriately with others
54. Perform preventative maintenance and minor repairs on mobile equipment
55. Perform general building and ground maintenance and minor repairs to provide upkeep to Department facilities
56. Perform mathematical calculations to prepare various reports and logs
57. Interpret applicable codes, laws, rules and regulations to ensure appropriate application in all administrative and Fire Fighter activities
58. Assist in safely coordinating air resources with ground operations to maximize effective use of available resources
59. Perform Advanced Life Support (ALS) techniques
60. Recognize the critically ill or injured
61. Provide appropriate care and treatment to patients when necessary to preserve life in compliance with local protocol and State law
62. Make sound judgments regarding patient care while under a variety of stressful situations to ensure patient health and safety
63. Perform suppression activities in and around Immediate Danger to Life and Health (IDLH) atmospheres utilizing appropriate Personal Protective Equipment (PPE)
64. Maintain current licensures and certifications for Basic Life Support (BLS) and Advanced Life Support (ALS) level by attending continuing education as required by State law and local protocol
65. Maintain situational awareness during stressful situations
66. Perform job duties under adverse conditions in compliance with Department policy and local Emergency Medical Services (EMS) protocol
67. Quickly prepare self for response to an emergency
68. Perform as part of a fire suppression crew during emergency incidents and work projects
69. Work as a member of a team to reach a common goal and/or objective
70. Neutralize stressful situations in emergency and non-emergency situations
71. Perform job duties in extreme temperatures, hazardous conditions, and all types of weather
72. Learn current technologies and medical care techniques that are dynamic in nature
73. Climb stairs while carrying equipment in adverse environments
74. Safely lift, carry, and transport patients using the proper techniques and devices for transport to proper medical facility
75. Place patient on gurney, assisted by another person, for transport to proper medical facility
76. Prepare clear and concise reports
77. Analyze situations for development and implementation of an effective course of action during emergency and non-emergency situations
78. Assist in properly managing a firefighter emergency on incidents
79. Produce written correspondence in English at the high school graduate level to effectively convey information
80. Instruct others in emergency and non-emergency situations
81. Analyze and assess effectiveness of emergency medical services care
82. Assist in leading personnel in emergency and non-emergency situations
83. Operate Department and cooperating agencies' equipment
84. Receive incoming telephone or alarm system calls regarding emergency and non-emergency fire service, ambulance service, information, and after hours calls for the departments within a city/county
85. Act as a liaison between cooperating emergency medical services agencies
86. Develop and/or maintain programs, such as quality assurance, continuing education, Automated External Defibrillator (AED)

PERSONAL CHARACTERISTICS

Willingness to:

Work on weekends and holidays and remain on duty 24-hours a day, as required; color vision adequate to successfully perform the job as measured by the Ishihara Pseudo-Chromatic Plate Test or for persons failing the Ishihara, the Farnsworth D-15 Arrangement Test; hearing adequacy within speech frequencies (uncorrected); full use of both hands and both feet; physical strength and agility; weight in proportion to height; no more than a mild reaction to poison oak; emotional stability; sensitivity to needs of injured persons and their families; patience, tact, alertness and keenness of observation.

VETERANS' PREFERENCE

Veterans' Preference will be granted for this examination, pursuant to Government Code section 18973.1, effective January 1, 2014 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 <https://jobs.ca.gov/CalHRPublic/Landing/Jobs/VeteransInformation.aspx>, and the Department of Veterans Affairs.

CONTACT INFORMATION

Department of Forestry and Fire Protection
P.O. Box 944246
Sacramento, California 94244-2460
(916) 445-7824
CALFIREexams@fire.ca.gov

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

1 (800) 735-2929 (TT/TDD) 1 (800) 735-2922 (Voice)

STS is Speech-to-Speech Service for persons with a speech disability and is reachable at
1 (800) 854-7784 (California) or 1 (800) 947-8642 (Nationwide)

GENERAL INFORMATION

For all examinations (with or without a written feature), it is the candidate's responsibility to contact the Department of Forestry and Fire Protection, (916) 445-7824, three weeks after the cut-off/final filing date if he/she has not received a progress notification or notice to appear.

If a candidate's notice of oral interview or performance test fails to reach him/her three days prior to their scheduled appointment due to a verified postal error, he/she will be rescheduled upon written request.

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. However, locations of interviews or performance evaluations may be limited or extended as conditions warrant.

EXAM BULLETIN – Firefighter II (P)

EXAM CODE – 9FS06 FINAL FILING DATE December 21, 2018

Applications are available [online](#) at CalHR, local offices of the Employment Development Department and the testing Department on this job bulletin.

If you meet the requirements stated on this bulletin, 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 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 Forestry and Fire Protection 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.

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 classification. 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) service-wide 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.

If High School Equivalence is Required: 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; 2) completion of 12 semester units of college work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

Confidentiality and Security: Pursuant to Government Code Sections 19680(c) and 19681(b) it is unlawful to copy and/or furnish confidential examination material for the purpose of either improving or injuring the chances of any person or to obtain examination questions or other examination material before, during, or after an examination. Every person violating these provisions is guilty of a misdemeanor, and adverse action will be pursued. This may result in the person being barred from competition in future examinations, withheld from certification lists, or cancellation of eligibility for employment in State civil service.