



CHIEF ENGINEER I
Training and Experience Evaluation

GENERAL INFORMATION

This Training and Experience (T&E) Evaluation will be used to measure your experience, training, and/or education relevant to this classification. It will ask you to rate yourself on the experience, training, and/or education that you will bring to the job with Department of General Services (DGS).

This T&E Evaluation is a scored component accounting for 100% of your score in this examination. To obtain a position on the eligible list, a minimum rating of 70% must be attained. It is important to complete the T&E Evaluation carefully and accurately. Your responses are subject to verification before appointment to a position. It is essential to ***take your time and read all questions and responses carefully*** before selecting your response.

The eligible list resulting from this examination will be used by DGS to fill our existing and/or future vacancies. A "Conditions of Employment" form is included in this T&E Evaluation that will allow you to select the location(s), tenure(s), and time base(s) that you are interested in working.

AFFIRMATION STATEMENT

I hereby certify and understand that the information provided by me on this examination is true and complete to the best of my knowledge and contains no willful misrepresentation or falsifications. I understand that if it is later determined that I have made any false or inaccurate representations in any of the information I have provided, I will be removed from the eligible list resulting from this examination and may not be allowed to compete in future examinations for State employment. If already hired from the result of this examination, I may have adverse action taken against me, which could result in dismissal. I also understand that I am solely responsible for the accuracy of the responses I provide.

Print Name _____

CalCareer ID #: _____ Email: _____

Cell Phone #: _____ Work Phone #: _____

Signature _____ Date: _____

FILING INSTRUCTIONS

You are required to submit **this completed T&E Evaluation** as follows:

Via Email

DGSExams@dgs.ca.gov

*The preferred method of T&E submittal is via email as it is the most **expeditious** method of communication.*

By Mail

Department of General Services
Office of Human Resources
Attn: Recruitment and Examination Services Unit
P.O. Box 989052
West Sacramento, CA 95798-9052

In Person

Department of General Services
707 3rd Street, Lobby*
West Sacramento, CA 95605

**Visitors to the Department of General Services must be escorted at all times. Applicants must use the telephone provided in the Lobby to contact the Office of Human Resources at (916) 376-5400 OR email DGSExams@dgs.ca.gov to set up an appointment to drop off their application.*

TRAINING AND EXPERIENCE EVALUATION

INSTRUCTIONS: Read each statement carefully and select one option for each of the scales provided that best relates your experience. In responding to each statement, you may refer to your FORMAL EDUCATION, FORMAL TRAINING COURSES, and/or WORK EXPERIENCE whether paid or unpaid.

1. Lead and oversee the work of skilled and semiskilled workers engaged in the operation, maintenance, and repair of heating, ventilating, refrigeration, and air-conditioning systems.
 - A. Select one that best relates to the **length** of your experience performing this task.
 - 36 or more months
 - 24 to 35 months
 - 12 to 23 months
 - 0 to 11 months
 - B. Select one that best relates to the **frequency** (how often) you performed this task.
 - Daily
 - Weekly
 - Monthly
 - Yearly
 - Never

2. Assist supervisors in the preparation, implementation, and maintenance of a comprehensive preventive maintenance program.
- A. Select one that best relates to the **length** of your experience performing this task.
- 36 or more months
 - 24 to 35 months
 - 12 to 23 months
 - 0 to 11 months
- B. Select one that best relates to the **frequency** (how often) you performed this task.
- Daily
 - Weekly
 - Monthly
 - Yearly
 - Never
3. Inspect equipment and facilities to determine condition and need for repairs.
- A. Select one that best relates to the **length** of your experience performing this task.
- 36 or more months
 - 24 to 35 months
 - 12 to 23 months
 - 0 to 11 months
- B. Select one that best relates to the **frequency** (how often) you performed this task.
- Daily
 - Weekly
 - Monthly
 - Yearly
 - Never

4. Lead and work with assigned staff in the operation, maintenance, and repair of the facility's steam boilers and auxiliary equipment such as chillers and generators.
- A. Select one that best relates to the **length** of your experience performing this task.
- 36 or more months
 - 24 to 35 months
 - 12 to 23 months
 - 0 to 11 months
- B. Select one that best relates to the **frequency** (how often) you performed this task.
- Daily
 - Weekly
 - Monthly
 - Yearly
 - Never
5. Prioritize and assign staff to respond directly to service requests.
- A. Select one that best relates to the **length** of your experience performing this task.
- 36 or more months
 - 24 to 35 months
 - 12 to 23 months
 - 0 to 11 months
- B. Select one that best relates to the **frequency** (how often) you performed this task.
- Daily
 - Weekly
 - Monthly
 - Yearly
 - Never

6. Work with staff to maintain assigned buildings and monitor and perform monthly inspections of all heating and air conditioning equipment.
- A. Select one that best relates to the **length** of your experience performing this task.
- 36 or more months
 - 24 to 35 months
 - 12 to 23 months
 - 0 to 11 months
- B. Select one that best relates to the **frequency** (how often) you performed this task.
- Daily
 - Weekly
 - Monthly
 - Yearly
 - Never
7. Oversee and coordinate the preventive maintenance system on Heating, Ventilating, and Air Conditioning (HVAC).
- A. Select one that best relates to the **length** of your experience performing this task.
- 36 or more months
 - 24 to 35 months
 - 12 to 23 months
 - 0 to 11 months
- B. Select one that best relates to the **frequency** (how often) you performed this task.
- Daily
 - Weekly
 - Monthly
 - Yearly
 - Never

8. Monitor remote sites and alarms/failures.

A. Select one that best relates to the **length** of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

9. Coordinate large repairs ensuring proper equipment and parts are ready and available.

A. Select one that best relates to the **length** of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

10. Lead and train assigned staff in procedures and practices of keeping tools and equipment.

A. Select one that best relates to the **length** of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

11. Wear appropriate Personal Protective Equipment (PPE).

A. Select one that best relates to the **length** of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

12. Assist and coordinate the work of outside contractors performing necessary maintenance, overhaul, and repairs of equipment during work projects.

A. Select one that best relates to the **length** of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

13. Review blueprints during planning stages of construction projects throughout facility and make appropriate revisions and alterations.

A. Select one that best relates to the **length** of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

14. Implement plans for building modifications and upgrade new construction pertaining to the Engineering Section and Mechanical Section.

A. Select one that best relates to the **length** of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

15. Oversee records and reports of the maintenance and condition of equipment in and out of service to ensure accurate service records.

A. Select one that best relates to the **length** of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

16. Communicate performance standards and expectations to assigned staff and ensure facility policies and procedures are followed.

A. Select one that best relates to the **length** of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

17. Ensure the safety and welfare of the personnel for whom they are responsible as they perform their work tasks.

A. Select one that best relates to the **length** of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

18. Provide adequate in-service training to skilled and semi-skilled workers ensuring up-to-date skills and work performance.

A. Select one that best relates to the **length** of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

19. Ensure all maintenance staff receive current and on-going trainings for the operational work systems.

A. Select one that best relates to the **length** of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

20. Participate and assist with monthly safety meetings, update training materials, and provide instruction to skilled and semi-skilled personnel.

A. Select one that best relates to the **length** of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

21. Schedule and instruct the skilled and semi-skilled maintenance staff to complete the day-to-day operations.

A. Select one that best relates to the **length** of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

22. Direct the appropriate staff as needed after receiving emergency instructions.

A. Select one that best relates to the **length** of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

23. Assist in the operation and maintenance of an automated work order system to provide timely feedback to service requesters.

A. Select one that best relates to the length of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

24. Assist with reading, interpreting, and approving draft architectural and mechanical drawings to ensure consistency with desired specifications.

A. Select one that best relates to the length of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

25. Work closely with managers, supervisors, safety staff, and vendors to address building issues and service requests.

A. Select one that best relates to the length of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

26. Assist with the development and maintenance of a five-year facility/maintenance plan for a building complex.

A. Select one that best relates to the length of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

27. Assist with specialized technical expertise and perform or supervise facility defect inspections/repairs work to ensure compliance with safety and building codes.

A. Select one that best relates to the length of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

28. Inspect building systems and equipment, record findings, and lead or perform appropriate action on repair or programming.

A. Select one that best relates to the length of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

29. Perform repairs and analyze data to maintain and repair all building systems.

A. Select one that best relates to the length of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

30. Assist with inspecting building and document deficiencies or violations to ensure a safe working environment.

A. Select one that best relates to the length of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

31. Lead or perform the analysis of boiler feed water samples and determine water treatment utilizing test results and proper adjustments.

A. Select one that best relates to the length of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

32. Oversee maintenance and orderly conditions of boiler rooms and related equipment rooms to ensure safe and efficient unit operations.

A. Select one that best relates to the length of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

33. Prepare service orders and requisitions for commodities and purchase estimates as necessary to ensure efficient facility operations.

A. Select one that best relates to the length of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

34. Assist in preparing requisitions for fuel, equipment, and maintenance supplies to meet the needs of unit work orders.

A. Select one that best relates to the length of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

35. Assign and document work orders and preventive maintenance programs according to facility policies and procedures.

A. Select one that best relates to the length of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

36. Assist in reviewing completed work orders for accuracy and cost accounting of materials used.

A. Select one that best relates to the length of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

37. Determine the most cost-effective method and calculate estimates for repair, modification, or replacement of systems to ensure efficient unit operations.

A. Select one that best relates to the length of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

38. Assist in fostering a safe and hazard free workplace by documenting safety or security hazards, including infection control.

A. Select one that best relates to the length of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

39. Verify monthly entry of preventive maintenance work orders.

A. Select one that best relates to the length of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

40. Assist in preparing reports as necessary in accordance with facility policies and procedures.

A. Select one that best relates to the length of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

41. Assist to ensure facility compliance with regulatory agencies and report the status of permits ensuring they are current.

A. Select one that best relates to the length of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

42. Assist in preparing service orders and contracts to maintain the facility.

A. Select one that best relates to the length of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

43. Use applicable program to track monthly preventative maintenance and work orders.

A. Select one that best relates to the length of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

44. Participate in on-site inspections and assist in preparing project proposals to correct detected problems found in site assessments.

A. Select one that best relates to the length of your experience performing this task.

- 36 or more months
- 24 to 35 months
- 12 to 23 months
- 0 to 11 months

B. Select one that best relates to the **frequency** (how often) you performed this task.

- Daily
- Weekly
- Monthly
- Yearly
- Never

CONDITIONS OF EMPLOYMENT

Please mark the appropriate box(es) of your choice – you will not be offered a job in locations not marked.

If you are successful in this examination, your name will be placed on an active employment list and referred to fill vacancies according to the conditions you specify on this form. If you are not planning to relocate or are not willing to travel to a distant job location, do not select locations that are a long way from your residence.

TYPE OF EMPLOYMENT YOU WILL ACCEPT

Please mark the appropriate box(es) - you may check "Any" if you are willing to accept any type of employment. If all are marked and you receive an appointment other than Permanent Full-Time, your name will continue to be considered for Permanent, Full-Time positions.

- | | |
|--|---|
| <input type="checkbox"/> Any | |
| <input type="checkbox"/> Permanent, Full Time | <input type="checkbox"/> Limited Term, Full Time |
| <input type="checkbox"/> Permanent, Part Time | <input type="checkbox"/> Limited Term, Part Time |
| <input type="checkbox"/> Permanent, Intermittent | <input type="checkbox"/> Limited Term, Intermittent |

LOCATION(S) YOU ARE WILLING TO WORK

(0005) ANYWHERE IN THE STATE – if this box is marked, no further selection is necessary.

NORTHERN CALIFORNIA COUNTIES

- | | | |
|---|---|--|
| <input type="checkbox"/> (0400) Butte | <input type="checkbox"/> (2300) Mendocino | <input type="checkbox"/> (4500) Shasta |
| <input type="checkbox"/> (0600) Colusa | <input type="checkbox"/> (2500) Modoc | <input type="checkbox"/> (4600) Sierra |
| <input type="checkbox"/> (0800) Del Norte | <input type="checkbox"/> (2800) Napa | <input type="checkbox"/> (4700) Siskiyou |
| <input type="checkbox"/> (0900) El Dorado | <input type="checkbox"/> (2900) Nevada | <input type="checkbox"/> (4900) Sonoma |
| <input type="checkbox"/> (1100) Glenn | <input type="checkbox"/> (3100) Placer | <input type="checkbox"/> (5100) Sutter |
| <input type="checkbox"/> (1200) Humboldt | <input type="checkbox"/> (3200) Plumas | <input type="checkbox"/> (5200) Tehama |
| <input type="checkbox"/> (1700) Lake | <input type="checkbox"/> (3400) Sacramento | <input type="checkbox"/> (5300) Trinity |
| <input type="checkbox"/> (1800) Lassen | <input type="checkbox"/> (3800) San Francisco | <input type="checkbox"/> (5700) Yolo |
| | <input type="checkbox"/> (3900) San Joaquin | <input type="checkbox"/> (5800) Yuba |

CENTRAL CALIFORNIA COUNTIES

- | | | |
|--|--|---|
| <input type="checkbox"/> (0100) Alameda | <input type="checkbox"/> (1500) Kern | <input type="checkbox"/> (4000) San Luis Obispo |
| <input type="checkbox"/> (0200) Alpine | <input type="checkbox"/> (1600) Kings | <input type="checkbox"/> (4100) San Mateo |
| <input type="checkbox"/> (0300) Amador | <input type="checkbox"/> (2000) Madera | <input type="checkbox"/> (4300) Santa Clara |
| <input type="checkbox"/> (0500) Calaveras | <input type="checkbox"/> (2100) Marin | <input type="checkbox"/> (4400) Santa Cruz |
| <input type="checkbox"/> (0700) Contra Costa | <input type="checkbox"/> (2200) Mariposa | <input type="checkbox"/> (4800) Solano |
| <input type="checkbox"/> (1000) Fresno | <input type="checkbox"/> (2400) Merced | <input type="checkbox"/> (5000) Stanislaus |
| <input type="checkbox"/> (1400) Inyo | <input type="checkbox"/> (2600) Mono | <input type="checkbox"/> (5400) Tulare |
| | <input type="checkbox"/> (2700) Monterey | <input type="checkbox"/> (5500) Tuolumne |

SOUTHERN CALIFORNIA COUNTIES

- (1300) Imperial
- (1900) Los Angeles
- (3000) Orange
- (3500) San Benito
- (3300) Riverside
- (3600) San Bernardino
- (3700) San Diego
- (4200) Santa Barbara
- (5600) Ventura

ADDRESS OR AVAILABILITY FOR EMPLOYMENT CHANGES

If you would like to change your address, phone number(s), email address, and/or locations and tenure/time base preferences, please log into your CalCareer Account, and click on the Eligibilities tab.