



California Public Utilities Commission

Associate Railroad Track Inspector, Public Utilities Commission

Exam Code: 1UC50
Class Code: 3941
Department: California Public Utilities Commission
Exam Type: Departmental Open
Final Filing Date: Continuous

CLASSIFICATION DETAILS

Associate Railroad Track Inspector, Public Utilities Commission

\$6,371.00 - \$7,977.00 per month.

View [Associate Railroad Track Inspector, Public Utilities Commission specification](#)

APPLICATION INSTRUCTIONS

Final Filing Date: Continuous

Who Should Apply:

Applicants who meet the minimum qualifications as stated on this bulletin may apply for and take this examination.

Candidates may only test once during a 12-month period. Eligibility expires 18 months after its established; candidates may then reapply to retest, to establish eligibility.

How To Apply:

The link to connect to the Training and Experience Evaluation is located farther down on this bulletin in the “Taking the Exam” section.

Special Testing Arrangements:

If you require special testing arrangements due to a verified disability or medical condition, please contact:

The CPUC Selection Unit by clicking on the link: pucexams@cpuc.ca.gov
Utilizing this email is the most **expeditious** and **preferred** method of communication.

MINIMUM QUALIFICATIONS

All applicants must meet the education and/or experience requirements for this examination by the cut-off dates established by the testing office.

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 in Pattern I, and additional experience amounting to 50% of the required time in Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement.

Education: Completion of a training program prescribed by the Federal Railroad Administration in railroad track inspection. and

Either I

One year of experience in the California state service performing the duties of an Assistant Railroad Track Inspector, Public Utilities Commission.

Or II

Three years of experience as a State or Federal Railroad inspector engaged primarily in the inspection of track.

Or III

Six years of progressively responsible work experience in railroad track construction and maintenance at a level of responsibility equivalent to an assistant roadmaster, roadmaster, assistant division engineer, or track supervisor.

(A Bachelor's Degree in Engineering or a related technical specialization may be substituted for three of the six years of required experience under Pattern III above.)

POSITION DESCRIPTION

Associate Railroad Track Inspector, Public Utilities Commission

The Associate Railroad Track Inspector under administrative direction conducts complex investigative and surveillance activities with respect to enforcement of the Federal Railroad Administration's Track Safety Standards. Incumbents make comprehensive track structure inspections and investigate adequacy of track maintenance methods and general railroad safety; makes recommendations of proper corrective action to be taken in order to bring railroad tracks into compliance with the Federal Track Safety Standards; audits Common Carrier railroad track maintenance records to determine adequacy of the track for the prescribed speeds in accordance with the Federal Track Safety Standards; interprets and confirms results of surveys carried out by track geometry cars and conducts investigations of railroad accidents; assists in the preparation of reports and exhibits, and does other job-related work as required.

Although the California Public Utilities Commission does not specifically test for physical ability in this exam, candidates must be aware that the position requires the ability to walk long distances, to withstand extreme temperatures for extended periods of time, and to climb onto or otherwise access potentially dangerous equipment during inspections.

This examination covers positions located in Sacramento, San Francisco, and Los Angeles.

EXAMINATION SCOPE

This examination will consist of a **Supplemental Questionnaire, weighted 100%**. The Training and Experience consists of job-related questions for which candidates must choose their responses.

The PUC reserves the right to modify the selection process as necessary to conform to administrative or business necessity.

A final score of 70% must be attained to be placed on the eligible list.

In addition to evaluating applicants' relative knowledge, skills, and ability, as demonstrated by quality and breadth of education and/or experience, emphasis in each exam component will be measuring competitively, relative job demands, each applicant's knowledge and abilities.

Knowledge of:

1. Proper corrective action to be taken in order to bring track into compliance with the Federal Track Safety Standards.
2. Federal Railroad Administration (FRA) regulations.

Ability to:

1. Pay close attention to detail and analyze situations accurately based on what you observe (e.g., during a site inspection).
2. Maintain the confidence and cooperation of those contacted during the course of work.
3. Develop and maintain positive relationships with subordinates, peers, supervisors, and other CPUC personnel.
4. Conduct interviews in a way that yields valid and detailed information.
5. Write clear, complete and concise reports of all assignments and investigations performed.
6. Determine the best approach to solve safety problems and to gain compliance with State and Federal safety standards.
7. Prepare written documents (i.e., correspondence, reports, FRA forms State forms, PUC forms, etc.).
8. Operate computer programs such as Word, Excel, Power Point, etc.
9. Utilize a variety of methods during an accident investigation to gather data, including surveillance, interviews, photo documentation, inspection and records review.
10. Conduct root cause analysis of accidents to determine the source(s) of problems.
11. Contribute as the member of a group or team effort and keep others informed of project progress and changes (e.g., co-authoring a workshop report, drafting a memo, etc.).
12. Discuss issues with others to work toward a fair agreement (e.g., working with a co-worker to determine root cause of accident, course of corrective action, etc.).
13. Determine the best method of obtaining compliance with Federal track standards on all railroad lines in an assigned territory.
14. Prioritize tasks and manage work time effectively and efficiently.
15. Analyze data and perform research work to locate and identify problems.
16. Study, assimilate, and apply a series of steps, rules or guidelines in completing tasks.
17. Express technical information in written form (e.g., translate technical or other complex material into a common everyday language.)
18. Clearly narrate in written form the specifics of a violation and/or accident investigation.
19. Reason logically and creatively, while utilizing a variety of analytical approaches to resolve regulatory problems.
20. Propose solutions by developing and evaluating possible actions and alternatives to address problems.

ELIGIBLE LIST INFORMATION

A list of eligible candidates will be established for the California Public Utilities Commission. Names of successful candidates will be merged onto the list in the order of final scores regardless of dates. Eligibility expires 18 months after it is established. Candidates must then reapply to retest, to reestablish eligibility. **Candidates may only test once during a 12-month period.**

Veterans' Preference will be granted for this examination. In accordance with Government Codes 18973.1 and 18973.5, whenever any veteran, or widow or widower of a veteran achieves a passing score on an open examination, he or she shall be ranked in the top rank of the resulting eligible list.

Veterans status is verified by the California Department of Human Resources (CalHR). Information on this program and [the Veterans' Preference Application](#) (Std. form 1093) is available online. Additional information on veteran benefits is available at the Department of Veterans Affairs.

PREPARING FOR THE EXAMINATION

Here is a list of suggested resources to have available prior to taking the exam.

Employment History: Employment dates, job titles, organization names and addresses, names of supervisors or persons who can verify your job responsibilities, and phone numbers of persons listed above.

Education: School names and addresses, degrees earned, dates attended, courses taken (verifiable on a transcript), persons or office who can verify education, and phone numbers of persons or offices listed above.

Training: Class titles, certifications received, names of persons who can verify your training, and phone numbers of persons listed above.

TAKING THE EXAMINATION

[Take the Associate Railroad Track Inspector, PUC examination](#)

TESTING DEPARTMENTS

California Public Utilities Commission

CONTACT INFORMATION

If you have any questions regarding this examination bulletin, please contact:
The CPUC Selection Unit by clicking on the link: pucexams@cpuc.ca.gov
Utilizing this email is the most **expeditious** and **preferred** method of communication.

California Public Utilities Commission
Attn: Human Resources Division - Selection Unit
505 Van Ness Ave, Room 3008
San Francisco, CA 94102
Phone: 1-800-555-7809
California Relay Service: 1-800-735-2929 (TTY), 1-800-735-2922 (Voice)

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

EQUAL 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 of 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.

DRUG-FREE STATEMENT

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.

GENERAL INFORMATION

Examination and/or Employment Application (STD 678) forms are available at the California Department of Human Resources, local offices of the Employment Development Department, and through your [CalCareer Account](#).

If you meet the requirements stated on this examination bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. Your performance in the examination described in this bulletin will be rated against a predetermined job-related rating, and all applicants who pass will be ranked according to their score.

The **California Public Utilities Commission** 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 applicants will be notified.

Applications are available at the State Personnel Board office, local offices of the Employment Development Department, and in the Human Resources Office of the California Public Utilities Commission.

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.

Candidates needing special testing arrangements due to a disability must mark the appropriate box on the application and/or contact the testing department.

General Qualifications: Applicants must possess essential personal qualifications including integrity, initiative, dependability, good judgement, the 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.

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.