



CALIFORNIA DEPARTMENT OF PUBLIC HEALTH

PUBLIC HEALTH MEDICAL OFFICER III (Epidemiology)

Schematic Code: SI50 Classification Code: 7716 Exam Code: 8H1AE03

Examination Type: Open Continuous

FINAL FILING DATES

Testing is considered continuous as dates can be set at any time. Applications will be reviewed to ensure the minimum requirements for participation in this exam are met. Possession of the entrance requirements does not assure a place on the eligible list. Once you have taken the examination, you may not retest for 12 months from the established list date.

Applications must be submitted by the filing dates indicated below. Applications postmarked, personally delivered, or received via interoffice mail after the final filing date, will be held for the next administration of the exam. **The filing dates are:**

February 16, 2024

April 23, 2024

June 21, 2024

August 19, 2024

October 21, 2024

December 20, 2024

SALARY

\$13,013 - \$18,746

EQUAL EMPLOYMENT OPPORTUNITY

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.

WHO CAN APPLY

Persons who meet the minimum qualifications as stated on this announcement may take this competitive examination.

MINIMUM QUALIFICATIONS

Possession of the legal requirements for the practice of medicine in California as determined by the Medical Board of California (originally known as California Board of Medical Quality Assurance) or the California Board of Osteopathic Examiners. (Applicants who are in the process of securing approval of their qualifications by the Medical Board of California or the Board of Osteopathic Examiners will be admitted to the examination, but the Board to which application is made must determine that all legal requirements have been met before candidates will be eligible for appointment.)

AND

Possession of a valid license issued either by the American Medical Specialty Board or an American Osteopathic Specialty Board as a specialist in one of the fields of medicine, or eligibility for examination for one of these certificates as evidenced by written statement from the Secretary of the Board. (Applicants who can establish specialty board eligibility within six months of the final filing date announced for the civil service examination for this class will be admitted to competition but their names will not be certified from the employee list unless the required verification is submitted within this time limit).

AND

One year of experience in medical epidemiology. (Qualifying experience for medical epidemiology is considered one year of work experience in medical epidemiology after completing a residency or fellowship program.)

GENERAL QUALIFICATIONS

All candidates for, appointees to, and employees in the state civil service shall possess the general qualifications of integrity, honesty, sobriety, dependability, industry, thoroughness, accuracy, good judgment, initiative, resourcefulness, courtesy, ability to work cooperatively with others, willingness and ability to assume the responsibilities and to conform to the conditions of work characteristic of the employment, and a state of health consistent with the ability to perform the assigned duties of the class.

POSITION DESCRIPTION

TYPICAL TASKS

A Public Health Medical Officer III (Epidemiology) typically serves either as the administrator of a major public health technical program area or as a technical consultant to the administrator of a major public health program area assisting in its design, implementation, and analysis; and performs other work as required. In either capacity, the Public Health Medical Officer III (Epidemiology) initiates, organizes, and directs original epidemiologic findings to health polices; may supervise professional, technical and clerical personnel engaged in epidemiologic studies and investigations; provides expert consultation on epidemiology to other state programs; acts as liaison between the Department and other medical institutions or agencies cooperating in studies of mutual interest; coordinates activities

of advisory committees; advises on and participates in training of students and residents in programs of epidemiology, biometry, demography, or other related fields; prepares research grant applications, articles for publication, and reports; reviews and evaluates research studies and methods in specialized areas of epidemiology; addresses professional and lay groups.

HOW TO APPLY

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

STANDARD STATE APPLICATION (FORM 678)

COPY OF UNOFFICIAL/OFFICIAL COLLEGE TRANSCRIPTS

Due to COVID-19, we have limited staff working in the office. Therefore, the preferred method of application submittal at this time is via email to CDPHEExamUnit@cdph.ca.gov. Mailed and dropped off applications will still be accepted but may have delays in processing.

Via Email:

CDPHEExamUnit@cdph.ca.gov

Applications and any additional documents must be submitted via the U.S. Postal Service or hand delivered to the Department of Public Health Human Resources Office (hours are 8:00 AM to 5:00 PM). Submit ([California State Application STD 678](#)) and any additional documents to:

By Mail:

DEPARTMENT OF PUBLIC HEALTH
Attn: Examination Services Unit
P.O. Box 997378 MS 1700 – 1702
Sacramento, CA 95899-7378

Drop Off:

DEPARTMENT OF PUBLIC HEALTH
Attn: Examination Services Unit
1615 Capitol Avenue
Sacramento, CA 95814

DO NOT SUBMIT APPLICATIONS
TO THE CALIFORNIA DEPARTMENT OF HUMAN RESOURCES (CaIHR)
THROUGH EMAIL, FAX, OR INTER-AGENCY MAIL

CONTACT INFORMATION

All questions regarding this examination (including the minimum qualifications, applying for the examination, being scheduled for the examination, reasonable accommodations, the examination components, scoring, etc.) may be directed to the contact information below:

EMAIL: CDPHEExamUnit@cdph.ca.gov

EXAMINATION INFORMATION

The examination will consist of a Qualifications Assessment and is the sole component of the Public Health Medical Officer III-Epidemiology examination. To obtain a position on the eligible list, a minimum score of 70% must be received. The Qualifications Assessment is designed to elicit specific information regarding each candidate's education, training, and experience relative to the testing classification. Responses to the questionnaire will be assessed based on pre-determined rating criteria. **The Qualifications Assessment package will be emailed to the applicant in the form of a survey. Please monitor your email account's SPAM, Junk, Bulk, etc. Folder (s) as the examination email may be filtered depending on your specific account settings.**

The participating department's reserves the right to revise the examination plan to better meet the needs of the service in the circumstances under which this examination has changed. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

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 application indicates that you have read, understood, and possess the basic qualifications required.

NOTE: Applications must include "to" and "from" dates (month/day/year), time base, job titles and/or civil service class title(s), and range (if applicable) for all work experience. College course information must include title, number of semester or quarter units, name of institution, completion dates, and degree. Applications received without this information will be rejected. Applicants must submit a copy of either official or unofficial transcripts along with the application when using education to meet the entrance requirements for this examination.

SCOPE OF EXAMINATION: Ratings will be determined based on the depth and breadth of professional education and experience beyond what is minimally required. Emphasis will be placed on measuring:

Knowledge of:

1. Medical epidemiology and methods of conducting epidemiologic research.
2. Organization and operation of epidemiologic research related to specific disease entities.
3. Current literature in epidemiology, including detailed knowledge of one or more specialized problem areas in epidemiology.
4. Descriptive and analytic epidemiologic methods.
5. Data management and statistical methods.
6. Available data resources for performing epidemiologic analysis.
7. Plan, organize, design, and direct epidemiologic research studies.

Ability to:

1. Plan, organize, design and direct epidemiologic research studies.
2. Apply and interpret appropriate statistical tests.
3. Interpret results of studies and apply findings to health policy.
4. To secure cooperation and work effectively with individuals and agencies.
5. To conduct training programs.
6. Speak and write effectively.
7. Analyze situations accurately and take effective action.
8. Effectively contribute to the department's affirmative action objectives.

9. Assemble, summarize and interpret medical and epidemiologic literature and apply findings to health programs and policies.
10. Speak and write effectively to both professional and lay audiences.
11. Articulate relative risks of disease.
12. Present accurate demographic, statistical, programmatic and scientific information effectively for professional and lay audiences.
13. Gather, analyze, interpret and disseminate data and research findings to define public health program needs, identify priorities and measure change.
14. Articulate evidence-based approaches to disease prevention and control.
15. Recognize and apply current relevant scientific evidence.
16. Select and use appropriate data collection methods.
17. Identify and analyze data from a variety of databases, such as survey, mortality, and health services data.

ELIGIBLE LIST INFORMATION

Possession of the entrance requirement does not assure a place on the eligible list. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained. Names of successful competitors are merged into the open eligible list established for use by the Department of Public Health in order of final scores regardless of testing date. Eligibility expires **18** months after it is established unless the needs of the service and conditions of the list warrant a change in this period.

VETERAN'S PREFERENCE

Pursuant to Government Code Section 18973.1, Veteran's Preference will be awarded in this examination 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; 3) Veterans' Preference is not granted once a person achieves permanent civil service status.

HOW TO APPLY FOR VETERANS' PREFERENCE

The [California State Jobs' website](http://www.jobs.ca.gov) (www.jobs.ca.gov) has information on how to apply for Veterans' Preference on their website and on the [Application for Veterans' Preference form \(CalHR 1093\)](https://jobs.ca.gov/PDF/SPB1093.pdf) (<https://jobs.ca.gov/PDF/SPB1093.pdf>). Additional information is also available at the [Department of Veterans Affairs website](http://www.cdva.ca.gov) (<http://www.cdva.ca.gov>).

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

The California Relay (Telephone) Service for the deaf or hearing impaired:

MCI from TDD: 1-800-735-2929 MCI from voice telephone: 1-800-735-2922

Sprint from TDD: 1-888-877-5378 Sprint from voice telephone: 1-888-877-5379

CONDITIONS OF EMPLOYMENT (631)

Examination Title: Public Health Medical Officer III (Epidemiology)

Name: _____ (Print: first, middle initial, last)

Final Filing Dates:

February 16, 2024

April 23, 2024

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If you are successful in your examination your name will be placed on the active employment list and certified to fill vacancies according to the conditions you specify on this form. If you are unwilling to accept work or do not reply promptly to communications your name will be placed on the inactive list.

Locations in which you are willing to work:

Please check your choices - you will not be offered a job in locations not checked.

Contra Costa County (0700) _____

Los Angeles County (1900) _____

Sacramento County (3400) _____

TYPE OF EMPLOYMENT DESIRED:

ON A PERMANENT BASIS, I AM WILLING TO WORK:

- Full Time
- Part Time (regular hours less than 40)
- Intermittent (on call)
- Limited Term

ON A TEMPORARY BASIS, I AM WILLING TO WORK:

- Full Time
- Part Time (regular hours less than 40)
- Intermittent (on call)
- Limited Term

It is your responsibility to notify the Department of Public Health, Examination Services Unit, of any changes in your address or availability for employment. All correspondence must include your name, examination title, and identification number.

Signature: _____ Date: _____