BUTTE COUNTY JOBS

THE OFFICIAL PUBLICATION OF THE BUTTE COUNTY DEPARTMENT OF HUMAN RESOURCES

JANUARY 2007

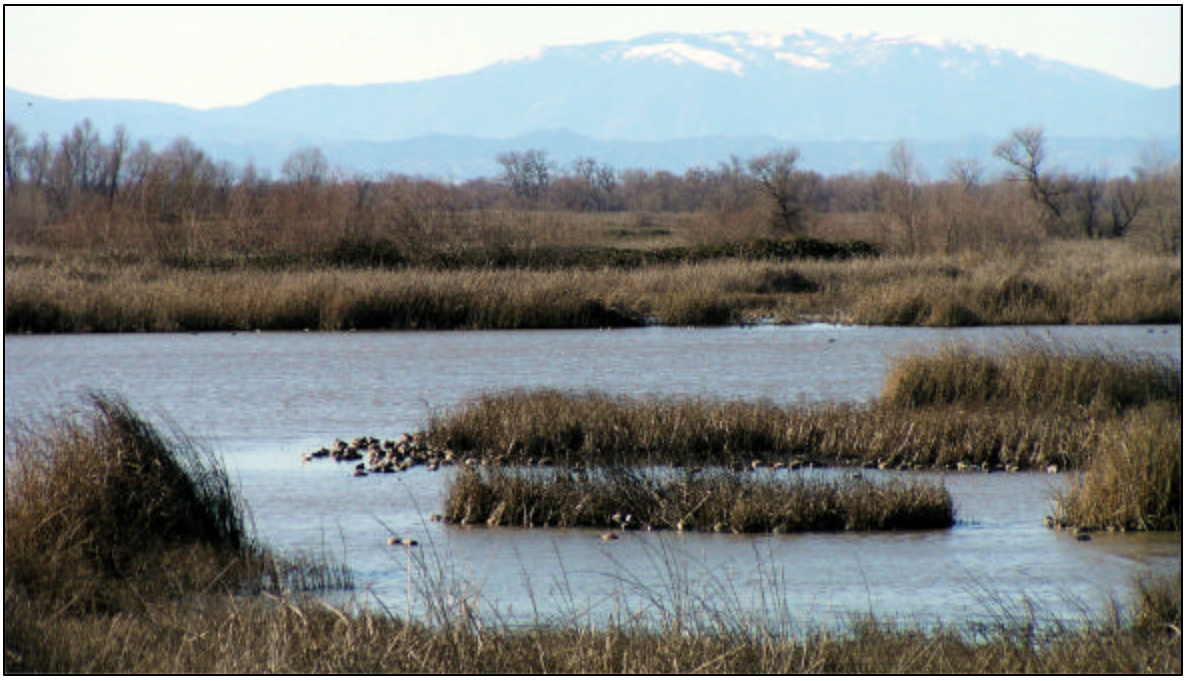
A brief message from the Director of Human Resources, page 2.

*This month **In the Spotlight** - The Department of Employment & Social Services. See the special **Spotlight** insert.*

Important information you should know, see page 13.

New in January:
- *Assistant Building Official, page 3.*
- *Contracts Manager, page 3.*
- *Eligibility Specialist, page 6.*
- *Employment and Eligibility Specialist, page 6.*
- *Probation Officer, page 8.*
- *Probation Technician, page 8.*
- *Property Manager, page 9.*

What is a Continuous Recruitment? See page 12.



OUR NEW "LOOK"

Beginning with this issue, the Department of Human Resources' monthly job bulletin not only takes on a new look, but a new "read" as well. In an effort to further the County of Butte's commitment to provide the best possible service to its citizens, beginning in 2007 the job bulletin will also contain information about the County, its people and departments, the hiring process, and many other subjects that will be of interest to those seeking to become members of the Butte County family of employees.

But our new "look" isn't limited to just this publication. Also with the new year, the Department of Human Resources has completed a major facelift of its website; making it more accessible, and easier to navigate, with more information of use to applicants than ever before. Logon and take a look at www.buttecounty.net/personnel/. Use the online feedback form and tell us what you think.

In February watch for the return of the Department's job interest cards. A way for those applicants who are interested in only receiving information about specific types of openings, this service will be available in both the original hardcopy card format, and electronically from the website.

Finally, this entire bulletin is available in an electronic format as part of the Department's monthly email service. Sign up online at www.buttecounty.net/personnel/subscribe.asp.

COUNTY OF BUTTE
DEPARTMENT OF HUMAN RESOURCES

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(530) 538-7651

JOB HOTLINE (recorded job listing):
(530) 538-7653

TTY/TDD (for hearing impaired):
(530) 538-6833

EMAIL:
personnel@buttecounty.net

WEBSITE:
www.buttecounty.net/personnel/

APPLICATION FAX LINE:
(530) 538-7790

MAILING ADDRESS:
County Administration Building
25 County Center Drive
Oroville, CA 95965

A MESSAGE FROM THE DIRECTOR

Jeanne Gravette, Director-Human Resources

Thank you for checking out *Butte County Jobs*! As you will see, Butte County offers many exciting opportunities in a variety of career choices. Major departments in County employment include Agriculture-Sealer of Weights & Measures, Assessor, Auditor-Controller, Clerk-Recorder, District Attorney, Employment & Social Services, Child Support Services, Behavioral Health, Development Services, Information Systems, Library, Human Resources, Public Works, Public Health, Sheriff-Coroner, Treasurer-Tax Collector, and Water and Resource Conservation. With such a wide variety of services provided by the County, you can imagine the terrific opportunities that exist for diverse and enriching employment! Additionally, Butte County employment provides highly competitive salaries with a generous benefits package that includes such things as paid vacations, paid holidays, health insurance, an employee assistance program, and retirement.

In addition to a rewarding career working in local government, Butte County is an ideal place to live with a wide variety of opportunities for cultural enrichment, recreation, and relaxation in a non-congested, rural environment.

In considering employment with the County of Butte, I encourage you to check out the County's web site at: www.buttecounty.net for more information concerning the departments outlined above. Also, for additional information on the recruitments listed in this flyer and the County's salaries and benefits please visit the Human Resource Department's web site at: www.buttecounty.net/personnel. There you will find copies of the County's application form, job specifications (job descriptions), salary tables, benefits information, policies, and helpful information about applying for a job with the County.

Thanks again for your interest in Butte County employment! If you have questions concerning any of the recruitments listed and you can't find the answer on our website (or you don't have access to our website), please give us a call at (530) 538-7651.

ASSISTANT BUILDING OFFICIAL

Summary: Under limited supervision, plans, organizes and manages staff and operations of building division, including plan checking, building inspection, implementation of automated permit system, permitting and code enforcement. Assures all relevant codes, statutes, and regulations are applied and enforced.

Education, Experience, Certifications and Licenses:

- Associate's degree in Building Construction, Architectural Engineering or related field and five (5) years construction, plan review and building inspection experience including two (2) years supervisory experience, **or** seven (7) years construction, plan review and building inspection experience, including two (2) years supervisory experience.
- Must possess and maintain certification as a Building Official and Combination Building Inspector.
- Must possess a State of California driver's license.
- Employees hired into this classification must file statements of economic interest with the Butte County Clerk/Recorder.

Salary:
Bi-Weekly: $2,674.95 - $3,584.68
Monthly Equivalent: $5,796 - $7,767
Recruitment Number: 073303026
Filing Period: 01/08/07 – 01/26/07

CERTIFIED NURSE PRACTITIONER**

Summary: Under limited physician and clinic manager supervision, performs a variety of medical and administrative services in the examination and treatment of clients in out-patient or clinic settings to support the goals of the Public Health or the Behavioral Health Department.

Education, Experience, Certifications and Licenses:

- Bachelor's degree in Nursing, and three (3) years professional experience as a Registered Nurse.
- Must be licensed as a Registered Nurse and Certified as a Nurse Practitioner, by the State of California, and remain active with all annual licensing requirements.
- Must possess a State of California driver's license.

Salary:
Bi-Weekly: $2,306.62 -$3,091.08
Monthly Equivalent: $4,998 - $6,697
Recruitment Number: 074034001
Filing Period: Continuous

Classifications with the "" are subject to Agency Shop. Agency Shop requires all employees hired in the classification to either join the union or pay a service fee to cover the union's expense of carrying out its representation duties.

CONTRACTS MANAGER

Summary: Under direction of the General Services Director, plans, prepares, analyzes, organizes and directs development of solicitations and contracts for procurement of services, products and construction projects; provides guidance, training and document templates to assist County departments in the preparation of solicitations, proposal evaluation, contract negotiation, contract award and administration; reviews sole source recommendations and contracts prepared by County departments for approval/disapproval or recommendations to the Board of Supervisors for approval/disapproval.

Education, Experience, Certifications and Licenses:

- Bachelor's degree in Business Administration, Public Administration, Business Law, Economics or a related field from an accredited college or university, **and** four (4) years of experience in contract development and administration, including two (2) years in a federal, state, county or city government agency; Master's degree in the above majors preferred.
- Designation as a Certified Professional Contracts Manager (CPCM) by the National Contract Management Association (NCMA) or similar certification is preferred.
- Must possess a State of California driver's license.
- Employees hired into this classification must file statements of economic interest with the Butte County Clerk/Recorder.

Salary:
Bi-Weekly: $2,546.06 - $3,411.97
Monthly Equivalent: $5,516 - $7,393
Recruitment Number: 074607027
Filing Period: 01/08/07 – 01/26/07

CORRECTIONAL OFFICER (LATERAL*)

Note: Laterals may begin at an advanced step (step 2 or higher) of the salary range, based on training and experience and upon approval of the Sheriff and County Chief Administrative Officer with concurrence of the Human Resources Director.

Summary: Under general supervision of Shift Sergeant, maintains safety and security of the staff, inmates, visitors and facility. Processes and supervises inmates, providing a stable, coherent, and predictable facility where inmates, staff and visitors are relatively safe, and conditions are humane.

Education, Experience, Certifications and Licenses:

- High school diploma or equivalent GED certificate.
- Must obtain certification in CPR and First Aid within one (1) year.

* **Additional qualifications for lateral transfers:** Must currently be employed as a correctional officer in a correctional facility where a California State Board of Corrections approved test was administered prior to employment, and have one (1) year of experience as a correctional officer.

Special Requirements: All applicants must be a citizen of the United States or a permanent resident alien who is eligible for and has applied for citizenship. Applicants must be of good moral character and successfully pass a thorough background investigation including polygraph, psychological examination, fingerprinting, and records check. Must have successfully completed, or successfully complete during the probationary period, a jail operations course certified by the California State Board of Corrections; must be willing to work in uniform during weekdays, weekends, and holidays on any assigned shift.

Salary:
Bi-Weekly: $1,421.74 - $1,905.28
Monthly Equivalent: $3,080 - $4,128
Recruitment Number: 076825002
Filing Period: Continuous

JUST THE FACTS PLEASE

- Surveys of American workers reveal that most will change jobs 11 times in their lives.
- Those same surveys show that 21st century workers will completely change careers 3 times during their lifetimes; whereas only 20 to 30 years ago workers went to work for one company and stayed with the company until retirement.
- With so many workers changing jobs, many skills are transferable.
- The County of Butte has many careers to choose from.

DEPUTY SHERIFF

Successful completion of a California Peace Officer Standards and Training (POST) certified regular basic course within the last three years is required. If in possession of a current POST Basic certificate, the regular basic course within the last three years is not required.

Summary: Under general supervision and exercising controlled discretion, provides safety and security to citizens within the community through the patrolling of assigned areas, enforcement of laws and ordinances, detaining and interviewing violators, apprehension of suspects, and response to assistance calls.

Education, Experience, Certifications and Licenses:

- High school diploma or equivalent GED certificate.
- Completion of a POST certified regular basic course or equivalent within the last three (3) years, **or** possess a valid POST Basic certificate.
- Must possess a State of California driver's License.
- A copy of the certificate showing completion of the POST Regular Basic Course, or its equivalent must be attached to the *Application* at the time of submission.

Special Requirements:

- All applicants must be eighteen (18) years of age or older with the following exceptions: Person seventeen (17) years of age, but less than eighteen (18), may apply but may not be appointed until they reach eighteen (18) years of age. Proof of minimum age requirements may be required.
- Applicants must be of good moral character and successfully pass a thorough background investigation including polygraph, psychological examination, fingerprinting, and records check. Any offer of employment in this classification is contingent upon taking and passing a medical examination. The examination assesses a candidate's ability to meet the physical demands of the position with or without accommodation in accordance with applicable statutes for applicants with disabilities. In accordance with Government Code Section 1031, candidate's physical, emotional, and mental health will be evaluated and must be free from any condition which might adversely affect the exercise of the powers of a peace officer or performance of the duties of this position. Any indication of active organic disease is disqualifying. Must be able to pass a plate test of color vision.
- No conviction by any State, the Federal Government, or foreign government of a crime which could have been punishable by imprisonment in a Federal Penitentiary or a State Prison. All applicants must be United States citizens. Written proof of the foregoing will be required.

Note: Applicants for Deputy Sheriff or Deputy Sheriff (Cadets Only) are highly encouraged to also apply for Correctional Officer. Applicants who are not hired as a Deputy Sheriff may have an opportunity to be hired as a Correctional Officer.

Salary:
Bi-Weekly: $1,508.67 - $2,122.86
Monthly Equivalent: $3,269 - $4,600
Recruitment Number: 076816003
Filing Period: Continuous

DEPUTY SHERIFF (LATERAL*)

Note: Laterals may begin at an advanced step (step 2 or higher) of the salary range, based on training and experience and upon approval of the Sheriff and County Chief Administrative Officer with concurrence of the Human Resources Director.

Summary: Under general supervision and exercising controlled discretion, provides safety and security to citizens within the community through the patrolling of assigned areas, enforcement of laws and ordinances, detaining and interviewing violators, apprehension of suspects, and response to assistance calls.

Education, Experience, Certifications and Licenses:

- High school diploma or equivalent GED certificate.
- Completion of a POST certified regular basic course or equivalent within the last three (3) years, **or** possess a valid POST Basic certificate.
- Must possess a State of California driver's license.

* **Additional qualifications for lateral transfers:** Must currently be working as a peace officer in a California law enforcement agency and possess a California Peace Officer Standards and Training (POST) Basic Certificate.

Special Requirements:

- Applicants must be of good moral character and successfully pass a thorough background investigation including polygraph, psychological examination, fingerprinting, and records check. Any offer of employment in this classification is contingent upon taking and passing a medical examination. The examination assesses a candidate's ability to meet the physical demands of the position with or without accommodation in accordance with applicable statutes for applicants with disabilities. In accordance with Government Code Section 1031, candidate's physical, emotional, and mental health will be evaluated and must be free from any condition which might adversely affect the exercise of the powers of a peace officer or performance of the duties of this position. Any indication of active organic disease is disqualifying. Must be able to pass a plate test of color vision.
- No conviction by any State, the Federal Government, or foreign government of a crime which could have been punishable by imprisonment in a Federal Penitentiary or a State Prison. All applicants must be United States citizens. Written proof of the foregoing will be required.

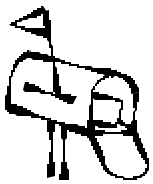
Salary:
Bi-Weekly: $1,508.67 - $2,122.86
Monthly Equivalent: $3,269 - $4,600
Recruitment Number: 076816005
Filing Period: Continuous

DEPUTY SHERIFF (CADETS ONLY)

Qualifications for Deputy Sheriff (Cadets Only) are the same as for Deputy Sheriff with the following exceptions:

- Only individuals currently attending or recently graduated within the last six (6) months from a POST certified Law Enforcement Academy are eligible to apply.
- A copy of certificate showing completion of the POST Basic Course (Academy) within the last six months or verification of current attendance in the Academy. Those who wish to request a waiver of the written test for Deputy Sheriff must submit verification of their POST entrance exam score for the Academy.

Salary:
Bi-Weekly: $1,508.67 - $2,122.86
Monthly Equivalent: $3,269 - $4,600
Recruitment Number: 076816004
Filing Period: Continuous



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NAME

_____
ADDRESS

_____
CITY, STATE, ZIP

NEW ADDRESS:

_____
ADDRESS

_____
CITY, STATE, ZIP

CURRENT EMAIL ADDRESS:

_____

❒ Check if you prefer to receive this flyer by email.

MAIL COMPLETED FORM TO:
Department of Human Resources
25 County Center Drive
Oroville, CA 95965

ELIGIBILITY SPECIALIST**

Summary: Under general supervision, determines the eligibility of applicants and recipients of Department of Employment & Social Services (DESS) public assistance programs through interactive interviews and fact gathering.

Education, Experience, Certifications and Licenses:
- High school diploma or equivalent GED certificate, and one (1) year of work experience in customer and/or clerical services.
- A State of California driver's license may be required.

Salary:
Bi-Weekly: $1,072.83 - $1,437.69
Monthly Equivalent: $2,324 - $3,115

Recruitment Number: 075346028
Filing Period: 01/08/07 – 01/26/07

EMPLOYMENT & ELIGIBILITY SPECIALIST**

Summary: Under general supervision, determines the eligibility of applicants and recipients of the Department Employment & Social Services (DESS) public assistance programs through interactive interviews and fact gathering; provides guidance and work plans to resolve employment barriers.

Education, Experience, Certifications and Licenses:
- High school diploma or equivalent GED certificate, and one (1) year of work experience as an Eligibility Specialist, or two (2) years in customer or clerical services interviewing or gathering information for business purposes.
- A State of California driver's license may be required.

Salary:
Bi-Weekly: $1,127.14 - $1,510.49
Monthly Equivalent: $2,442 - $3,273

Recruitment Number: 075344029
Filing Period: 01/08/07 – 01/26/07

ENVIRONMENTAL HEALTH SPECIALIST, ASSOCIATE**

Summary: Under close supervision, learns, and assists in performing environmental safety and sanitation studies, inspections, and investigations to enforce Federal, State, and local laws, and regulations.

Education, Experience, Certifications and Licenses:
- Bachelor's degree in Biological Science, Chemistry, Public Health or related field.
- Must obtain a valid certificate of registration as an Environmental Health Specialist issued by the California Sate Department of Health within one (1) year of appointment to this position.
- Must possess a State of California driver's license.

Salary:
Bi-Weekly: $1,407.65 – $1,886.40
Monthly Equivalent: $3,050 - $4,087
Recruitment Number: 074017006
Filing Period: Continuous

ENVIRONMENTAL HEALTH SPECIALIST**

Summary: Under general supervision, assists the business community and assures the health of the public by regulating designated activities and performing environmental health inspections; enforces Federal, State, and local laws, regulations and legal codes.

Education, Experience, Certifications and Licenses:
- Bachelor's Degree in Biological Science, Chemistry, Public Health or related field.
- One (1) year of experience as an Environmental Health Associate
- Possession of a valid certificate of registration as an Environmental Health Specialist issued by the California State Department of Health Services.
- Must possess a State of California driver's license.

Salary:
Bi-Weekly: $1,553.78 – $2,082.22
Monthly Equivalent: $3,367 - $4,511
Recruitment Number: 074016007
Filing Period: Continuous

ENVIRONMENTAL HEALTH SPECIALIST, SENIOR**

Summary: Under general supervision, assists the business community and assures the health of the public by regulating designated activities and performing environmental health inspections; assures effective enforcement of Federal, State, and local laws, regulations and legal codes.

(Continued on page 7)

OCCUPATIONAL THERAPIST**

Summary: Under limited supervision, performs patient care therapy services in the treatment of children and adults with special health care needs in clinic settings to support the goals of the Public Health Department.

Education, Experience, Certifications and Licenses:
- Bachelor's degree in Occupational Therapy, and one (1) year of experience.
- Must have current licensing with the California Board of Occupational Therapy and remain active with all annual licensing requirements.
- Must possess a State of California driver's license.
- Must pass a pre-employment physical.

Salary:
Bi-Weekly: $1,893.14 - $2,536.99
Monthly Equivalent: $4,102 - $5,497

Recruitment Number: 074048009
Filing Period: Continuous

PHYSICAL THERAPIST**

Summary: Under limited supervision, performs patient care therapy services in the treatment of children and adults with special health care needs in clinic settings to support the goals of the Public Health Department.

Education, Experience, Certifications and Licenses:
- Bachelor's degree in Physical Therapy, and one (1) year of experience.
- Must have possession of a valid Certificate of Registration as a Physical Therapist issued by the Board of Medical Examiners of the State of California, and remain active with all annual licensing requirements.
- Must possess State of California Driver's license.
- Must be able to pass a pre-employment physical.

Salary:
Bi-Weekly: $1,893.14 - $2,536.99
Monthly Equivalent: $4,102 - $5,497

Recruitment Number: 074049011
Filing Period: Continuous

(Continued from page 6)

ENVIRONMENTAL HEALTH SPECIALIST, SENIOR** *(continued)*

Education, Experience, Certifications and Licenses:
- Bachelor's degree in Biological Science, Chemistry, Public Health or related field.
- Three (3) years of experience as an Environmental Health Specialist.
- Possession of a valid certificate of registration as an Environmental Health Specialist issued by the California State Department of Health Services.
- Must possess a State of California driver's license.

Salary:
Bi-Weekly: $1,715.09 - $2,298.38
Monthly Equivalent: $3,716 - $4,980
Recruitment Number: 074015008
Filing Period: Continuous

OCCUPATIONAL THERAPIST, SENIOR**

Summary: Under general supervision, plans and administers occupational therapy services in the treatment of physically handicapped clients in a clinic, classroom, or home setting.

Education, Experience, Certifications and Licenses:
- Bachelor's degree in Occupational Therapy, and three (3) years therapy experience, preferably in a rehabilitation setting. Two (2) years of experience in a program providing therapy to children with special orthopedic or neuromuscular needs preferred.
- Must be licensed as an Occupational Therapist in the State of California, and remain active with all annual licensing requirements.
- Must possess a State of California driver's license.
- Must pass a pre-employment physical.

Salary:
Bi-Weekly: $2,089.68 - $2,800.38
Monthly Equivalent: $4,528 - $6,067
Recruitment Number: 074070010
Filing Period: Continuous

PHYSICAL THERAPIST, SENIOR**

Summary: Under general supervision, plans and administers physical therapy services in the treatment of physically handicapped clients in a clinic, classroom, or home setting.

Education, Experience, Certifications and Licenses:

- Bachelor's degree in Physical Therapy, and three (3) years therapy experience, preferably in a rehabilitation setting. Two (2) years of experience in a program providing therapy to children with special orthopedic or neuromuscular needs preferred.
- Must possess a valid Certificate of Registration as a Physical Therapist issued by the Board of Medical Examiners of the State of California, and remain active with all annual licensing requirements.
- Must possess a State of California driver's license.

- Must be able to pass a pre-employment physical.

Salary:
Bi-Weekly: $2,089.68 - $2,800.38
Monthly Equivalent: $4,528 - $6,067
Recruitment Number: 074071012
Filing Period: Continuous

The Butte County Probation Department is seeking to diversify the probation staff. Interested males are highly encouraged to apply.

Note: If you are currently on the Probation Officer I or Probation Technician lists, there is no need to reapply..
Each of these recruitments will be merged into a single list of eligible candidates.

PROBATION OFFICER I

Summary: Under close supervision, acts as an officer of the court and conducts the daily operation and functions of rehabilitative services; controls and monitors the movement of probationers; enforces the terms and conditions of probation; physically restrains and arrests violators; prepares a variety of reports for the court; and performs a variety of duties associated with the Probation department.

Education, Experience, Certifications and Licenses:

- Bachelor's degree in Criminology, Social or Behavioral Science, or related field, **OR**
- 60 units earned for course work completed through a college or university accredited by an accrediting body recognized by the U.S. Department of Education or from an institution authorized to award degrees pursuant to Section 94900 of the California Education Code; **and** two (2) years full time experience in a criminal justice field performing duties that include substantial case management or supervision of adults or adolescent youths.
- Must possess State of California Driver's license.
- Must obtain and maintain a valid California 832 Peace Officer Certificate.
- Probation Officers may be armed in the course of their duties, and must pass a stringent background investigation, including a written and oral psychological examination and a medical evaluation.

Salary:
Bi-Weekly: $1,307.14 - $1,751.69
Monthly Equivalent: $2,832 - $3,795

Recruitment Number: 075515030
Filing Period: 01/08/07 – 01/26/07

PROBATION TECHNICIAN**

Summary: Under close supervision, performs a variety of support and administrative duties, and assists Probation Officers in performing basic operations and functions of probation services in the office.

Education, Experience, Certifications and Licenses:

- An Associate's degree in Criminology, Psychology, or related field.
- Must possess a State of California driver's license.
- Must pass a limited background investigation, including a criminal records check.

Salary:
Bi-Weekly: $1,127.14 - $1,510.49
Monthly Equivalent: $2,442 - $3,273

Recruitment Number: 075517031
Filing Period: 01/08/07 – 01/26/07

PHYSICIAN'S ASSISTANT**

Summary: Under physician and clinic manager supervision, performs a variety of services in the examination and treatment of clients in out-patient or clinic settings to support the goals of the Public Health or Behavioral Health Department.

Education, Experience, Certifications and Licenses:
- Possession of a valid certificate as a Physician Assistant issued by the Board of Medical Quality Assurance of the State of California.
- One (1) year of experience as a Physician's Assistant highly desirable.

Salary:
Bi-Weekly: $2,306.62 - $3,091.08
Monthly Equivalent: $4,998 - $6,697
Recruitment Number: 074032013
Filing Period: Continuous

PUBLIC SAFETY DISPATCHER (LATERAL)**

Note: Laterals may begin at an advanced step (step 2 or higher) of the salary range, based on training and experience and upon approval of the Sheriff and County Chief Administrative Officer with concurrence of the Human Resources Director.

Summary: Under general supervision, responds to emergency and non-emergency calls for service, identifies and dispatches appropriate law enforcement units, gathers and relays critical information to law enforcement officers, documents calls and responses; complies with Sheriff's Office policies and procedures to assure the safety of officers and the public.

Education, Experience, Certifications and Licenses*:*
- High school diploma or equivalent GED certificate and ability to type 40 net words per minute.
- Requires completion of the California POST and CLETS certification within the probationary period.
- Must pass a thorough background investigation.
- **Additional qualifications for lateral transfers:** Must be currently working as a public safety dispatcher in a California Law Enforcement agency and possess a California POST Public Safety Dispatcher Certificate.

Special Requirements: A recent (less than one year old) copy of a valid Typing Certificate as proof of typing skills at 40 net words per minute must be attached to the *Application* at the time of submission. A typing certificate obtained from any Butte County Employment Center must show identification has been verified. Only typing certificates issued after identification has been verified will be accepted. Online typing certificates are not valid.

Salary:
Bi-Weekly: $1,339.82 - $1,795.49
Monthly Equivalent: $2,903 - $3,890
Recruitment Number: 076833017
Filing Period: Continuous

PROPERTY MANAGER

Summary: Under direction of the General Services Director, plans, coordinates, and supervises the acquisition, disposition, management, operation, maintenance, remodel and repair of County buildings and leased properties, including economic valuation analysis, site utilization and evaluation studies; and to perform other related duties.

Education, Experience, Certifications and Licenses:
- Bachelors degree in Real Estate, Business Administration, Public Administration, Business Law, or a related field from an accredited college or university **and** four (4) years of experience in real estate acquisition and lease negotiations, real estate financing, large-scale property management and/or large-scale construction management. General knowledge of government practices preferred. Master's degree in the above majors, or Juris Doctorate desired.
- Licensed and/or experienced in real estate, as a broker or in real estate appraisal is preferred.
- Must possess a State of California driver's license.
- Employees hired into this classification must file statements of economic interest with the Butte County Clerk/Recorder.

Salary:
Bi-Weekly: $2,546.06 - $3,411.97
Monthly Equivalent: $5,516 - $7,393
Recruitment Number: 074609032
Filing Period: 01/08/07 – 01/26/07

STAFF NURSE, ASSOCIATE**

Summary: Under general supervision, provides a variety of professional nursing and patient care services to support the functions and operation of the Public Health or Behavioral Health Departments clinics and programs.

Education, Experience, Certifications and Licenses:
- Bachelor's degree or Associate degree in Nursing.
- Must be licensed as a Registered Nurse in the State of California, and remain active with all annual licensing requirements.
- Applicants who have recently graduated from a Baccalaureate or Associate degree Nursing program, and have not taken the NCLEX-RN may apply using a California Board of Registered Nurses (BRN) interim permit. The interim permit is not renewable and is in effect to the expiration date (6 months after issuance) or until the results of the examination are mailed, at which time it becomes null and void. Continued employment is dependent on receiving a passing score on the NCLEX-RN.
- Must possess a State of California driver's license.

Salary:
Bi-Weekly: $1,632.45 - $2,187.65
Monthly Equivalent: $3,537- $4,740
Recruitment Number: 074039018
Filing Period: Continuous

The Public Health Department currently has vacancies in the following classifications.

PUBLIC HEALTH NURSE, ASSOCIATE**

Summary: Under close supervision, performs a variety of nursing care services in the examination and treatment of clients in various settings; participates and assists with coordination of client and community services to support the goals of the Public Health Department.

Education, Experience, Certifications and Licenses:

- Bachelor's degree in Nursing
- Must be licensed as a Registered Nurse, hold a Public Health Nurse Certificate from the State of California, and remain active with all annual licensing requirements.
- Applicants who have recently graduated from a Baccalaureate Nursing program, and have not taken the NCLEX-RN may apply using a California Board of Registered Nurses (BRN) interim permit (IP). The IP will also serve until they receive their Public Health Certificate. The interim permit is not renewable and is in effect to the expiration date (6 months after issuance) or until the results of the examination are mailed, at which time it becomes null and void. Continued employment is dependent on receiving a passing score on the NCLEX-RN.
- A State of California driver's license may be required.

Salary:
Bi-Weekly: $1,715.09 - $2,298.38
Monthly Equivalent: $3,716 - $4,980

Recruitment Number: 074047014
Filing Period: Continuous

PUBLIC HEALTH NURSE**

Summary: Under general supervision, performs a variety of nursing care services in the examination and treatment of clients in various settings; coordinates client and community services to support the goals of the Public Health Department.

Education, Experience, Certifications and Licenses:

- Bachelor's degree in Nursing, and one (1) year of professional experience as a Public Health Nurse Associate in Butte County or equivalent position in a Public Health or community setting required.
- Must be licensed as a Registered Nurse, hold Public Health Nurse Certificate from the State of California, and remain active with all annual licensing requirements.
- A State of California driver's license may be required.

Salary:
Bi-Weekly: $1,846.97 - $2,475.12
Monthly Equivalent: $4,002 - $5,363

Recruitment Number: 074046015
Filing Period: Continuous

PUBLIC HEALTH NURSE, SENIOR**

Summary: Under general supervision, coordinates nursing, teaching, and health counseling programs and services for the prevention and control of diseases and adverse health conditions; coordinates client and community services to support the goals of the Public Health Department.

Education, Experience, Certifications and Licenses:

- Bachelor's degree in Nursing, and three (3) years nursing experience in a public or community health setting. One (1) year experience in Butte County preferred.
- Must be licensed as a Registered Nurse, hold Public Health Nurse Certificate from the State of California, and remain active with all annual licensing requirements.
- A State of California driver's license may be required.

Salary:
Bi-Weekly: $2,038.71 - $2,732.06
Monthly Equivalent: $4,417 - $5,919

Recruitment Number: 074045016
Filing Period: Continuous

STAFF NURSE**

Summary: Under general supervision, provides a variety of professional nursing and patient care services to support the functions and operation of the Public Health or Behavioral Health Departments clinics and programs.

Education, Experience, Certifications and Licenses:
- Bachelor's degree or Associate degree in Nursing, and one (1) year of professional experience as a Registered Nurse preferred.
- Must be licensed as a Registered Nurse in the State of California, and remain active with all annual licensing requirements.
- Must possess a State of California driver's license.

Salary:
Bi-Weekly: $1,757.97 - $2,355.85
Monthly Equivalent: $3,809- $5,104
Recruitment Number: 074037019
Filing Period: Continuous

STAFF NURSE, SENIOR**

Summary: Under general supervision, performs a variety of professional nursing and patient care services to support the functions and operation of the Public Health or Behavioral Health Departments clinics.

Education, Experience, Certifications and Licenses:
- Bachelor's degree or Associate degree in Nursing, and three (3) years professional experience as a Registered Nurse.
- Must be licensed as a Registered Nurse in the State of California, and remain active with all annual licensing requirements.
- Must possess a State of California driver's license.

Salary:
Bi-Weekly: $1,846.97 - $2,475.12
Monthly Equivalent: $4,002- $5,363
Recruitment Number: 074036020
Filing Period: Continuous

SUPERVISOR, PSYCHOLOGIST

Summary: Under general direction, supervises Psychologists and interns to assure that effective, cost-efficient and appropriate psychotherapeutic services are provided for clients of the Department of Behavioral Health.

Education, Experience, Certifications and Licenses:
- Ph.D. in Psychology or Education from an educational institution meeting the criteria of Section 2914 of the Medical Board of California's Business and Profession Code, and eligible to sit for California licensure; and two (2) years of increasingly responsible post-licensure administrative professional experience.

TABLE MOUNTAIN, OROVILLE

- Must possess a valid California license as a Psychologist granted by the California State Board of Psychology, or valid license as a Psychologist in another state, and eligible for a waiver, as provided by Section 1277 of the California Health and Safety Code, to work in Public Mental Health.
- Must remain active with all annual licensing requirements, and maintain a clear criminal record.
- Must possess a State of California driver's license.

Salary:
Bi-Weekly: $2,364.28 - $3,168.36
Monthly Equivalent: $5,123 - $6,865
Recruitment Number: 074121021
Filing Period: Continuous

SURVEYOR, ASSISTANT

Summary: Under general supervision, supervises the work of employees performing and performs surveying, mapping and right of way work.

Education, Experience, Certifications and Licenses:
- Associate's degree in Civil Engineering, or a related technical field from an accredited college or university, and three (3) years of experience in land surveying or construction. Years of experience may be substituted for education on a year for year basis.
- Certification as a Land Surveyor in Training.
- Possession of a valid State of California driver's license.

Salary:
Bi-Weekly: $1,801.92 - $2,414.74
Monthly Equivalent: $3,904- $5,232
Recruitment Number: 074334022
Filing Period: Continuous

SURVEYOR, ASSOCIATE

Summary: Under general supervision, plans and directs the work of assigned employees performing and performs office and field surveying, mapping and right of way work.

Education, Experience, Certifications and Licenses:

- Associate's degree in Civil Engineering or a related technical field from an accredited college or university, and five (5) years of experience in surveying and right of way. Years of experience may be substituted for education on a year for year basis.
- Licensed Land Surveyor with the State of California.
- Possession of a valid State of California driver's license.
- Employees hired into this classification must file statements of economic interest with the Butte County Clerk/Recorder.

Salary:
Bi-Weekly: $2,195.47 - $2,942.15
Monthly Equivalent: $4,757- $6,375
Recruitment Number: 074333023
Filing Period: Continuous

SURVEYOR, SENIOR

Summary: Under general supervision, plans, schedules and supervises employees performing surveying, right of way and mapping work.

Education, Experience, Certifications and Licenses:

- Bachelor's degree in Civil Engineering, or a related field, and six (6) years of professional experience in surveying and right of way, including two (2) years of supervisory or lead experience. Years of experience may be substituted for education on a year for year basis.
- Licensed Land Surveyor with the State of California.
- Possession of a valid State of California driver's license.
- Employees hired into this classification must file statements of economic interest with the Butte County Clerk/Recorder.

Salary:
Bi-Weekly: $2,364.28 - $3,168.36
Monthly Equivalent: $5,123- $6,865
Recruitment Number: 074331024
Filing Period: Continuous

BIDWELL MANSION, CHICO

TELECOMMUNICATIONS TECHNICIAN**

Summary: Under general supervision, provides technical support functions for County radio communication systems; installs, repairs and maintains equipment, and manages system maintenance.

Education, Experience, Certifications and Licenses:

- Two (2) years experience in operations, maintenance and design of communications, radio, wireless and telephone systems. An Associate Degree in electronics, communications or related field is desired.
- Have or obtain an FCC General Class Radiotelephone Operator license within one (1) year.
- A State of California driver's license is required.
- Certification of completion of Tower Climbing school within the probationary period is required.

Salary:
Bi-Weekly: $1,673.26 - $2,242.33
Monthly Equivalent: $3,625 - $4,858
Recruitment Number: 071293025
Filing Period: Continuous

WHAT IS A CONTINUOUS RECRUITMENT?

Connie Meahan, Human Resources Analyst

Simply stated, a continuous recruitment is one that does not have a closing date - applications for the position may be accepted at any time as long as the recruitment is still listed on the County's monthly job flier. In contrast, the County's regular (non-continuous) recruitments have a closing date beyond which no further applications will be accepted.

While some of the positions placed on continuous recruitment may have current vacancies, others may not. There are a number of factors that the County uses in determining if a position should be recruited for on a "continuous" basis. Some of these reasons may include the critical nature of the services that some of these jobs perform, the number of recurring vacancies in a particular classification, past difficulties in attracting a sufficient number of qualified applicants to fill current vacancies, and/or the need to provide ongoing services to the County's citizens.

When vacancies occur in a classification that is on continuous recruitment, the applications that are currently on file with the Department of Human Resources are screened for minimum qualifications by one of the Department's Analysts. Following the initial screening, the process of establishing a list of qualified candidates for a continuous recruitment is the same as that used for the County's regular, non-continuous recruitments; with qualified applicants continuing on in the recruitment process.

Eligibility Lists for continuous and non-continuous recruitments alike normally remain in effect for a maximum of one year. However, the Director of Human Resources may elect to abolish an Eligibility List before a year has expired. Similarly, she may also choose to extend the life of a List beyond this date.

THE APPLICATION/SELECTION PROCESS

Applications will be accepted only during the open filing period. Applications can be obtained from the Department of Human Resources from 9 a.m. to 5 p.m., Monday through Friday. The Department of Human Resources must receive completed applications no later than 5 p.m. on the final filing date. Postmarks will not be accepted. Resumes will not be accepted in lieu of a properly completed Butte County *Application for Examination.* Applicants requesting special testing accommodation should notify the Human Resources Department five (5) days before the scheduled testing date.

Applicants are screened on the basis of overall education and experience qualifications. Applicants meeting the overall qualifications will be scheduled for an examination, which is given to establish an eligibility list from which appointments to vacancies may be made. The examination process may include application review; written, oral, and/or performance examinations; and in some cases a physical agility test may be required. Applicants will be notified by mail as to whether or not they have met eligibility requirements to further participate in the recruitment process. An original application must be submitted for each individual position applied for. Be sure to state the position title on each separate application submitted. **Failure to provide any of the required information will result in the rejection of your application.**

The Butte County *Application for Examination* with a revision date of 06-01-04, or later will be accepted. All prior revisions of the *Application* will be returned without review.

Butte County is an Equal Opportunity Employer. Butte County's Equal Employment Opportunity Plan may be reviewed at the Department of Human Resources located at 25 County Center Drive, Oroville, CA. Applicants with special needs may make arrangements by contacting the Human Resources Department at (530) 538-7651/TDD (530) 538-6833. We appreciate your support in furthering our commitment to equal opportunity employment.

BENEFITS

Employee benefits include a substantially paid medical, dental, and vision insurance plan for employees and dependents; county-paid term life insurance; a county-paid Employee Assistance Program for employees and dependents; and a competitive paid holiday, vacation, and sick leave program. In addition to participating in Social Security, the County pays the employee's share of the contribution to the Public Employees' Retirement System (PERS). Employees may also elect to participate in a cafeteria plan, deferred compensation programs, and supplemental life insurance.

CONTINUOUS RECRUITMENTS

Any candidate already on a current eligibility list, who submits another application within one (1) year for the same continuous recruitment, will be removed from that list. They will be re-evaluated for minimum qualifications and be ranked based on the most recent application submitted. If a written test is required, the ranking will be based on the score of the most recent test.

IMPORTANT NOTICES

The provisions of this bulletin do not constitute an expressed or implied contract. Any provision contained in this bulletin may be modified or revoked without notice. Questions regarding this announcement may be directed to the Butte County Department of Human Resources.

To meet immigration reform and control act requirements, prior to employment, all applicants must provide proof of identity and authorization to work. All Butte County classifications may require the possession of, or the ability to obtain by appointment date, a valid operator's license issued by the State Department of Motor Vehicles.

CONDITIONS OF EMPLOYMENT: Any final offer of employment, in any of the above-mentioned positions, will be contingent upon the applicant taking and passing a background investigation. Some positions may require a medical examination. The medical examination assesses a candidate's ability to meet the physical demands of the position with or without accommodation in accordance with applicable statutes for applicants with disabilities.

POSITIONS ASSIGNED TO THE SHERIFF'S DEPARTMENT: Any applicant who receives a conditional offer of employment from the Sheriff's Department will be required to successfully complete a departmentally approved background investigation. This may include, but is not limited to a polygraph examination, financial history review, contact with relatives and references, and an employment history review.

AFFIRMATIVE ACTION POLICY: The Civil Rights Act of 1964 as amended and the Butte County Affirmative Action Policy as adopted by the Board of Supervisors insures that no person shall be discriminated against in the applications, examination or selection process because of race, sex, color, religious creed, national origin, ancestry, disability, medical condition, age (40 to 70 years) or marital status. Persons who believe they have been discriminated against by the County in the application, examination or selection process should contact the County Civil Rights Compliance Officer, (530) 538-7651, or file a complaint with the Department of Fair Employment and Housing.

DEPARTMENT OF HUMAN RESOURCES
COUNTY OF BUTTE
25 COUNTY CENTER DRIVE
OROVILLE, CA 95965

RETURN SERVICE REQUESTED

BUTTE COUNTY JOBS

THE OFFICIAL PUBLICATION OF THE BUTTE COUNTY DEPARTMENT OF HUMAN RESOURCES