



## Veterinarian (Meat Inspection)

**Class Code: 0181 - Exam Code: 6FA07**

<b>Opening Date:</b>	<b>03/25/16</b>
<b>Closing Date:</b>	<b>04/15/16</b>
<b>Type of Examination:</b>	<b>Departmental Open</b>
<b>Salary:</b>	<b>A - \$5,097 – \$6,658</b>
	<b>B - \$5,348 – \$6,970</b>
	<b>C - \$5,873 – \$7,666</b>
	<b>D - \$6,457 – \$8,036</b>
<b>Employment Type:</b>	<b>Permanent Full-time</b>
	<b>Permanent Part-time</b>
	<b>Permanent Intermittent</b>
	<b>Limited Term Full-time</b>
	<b>Limited Term Part-time</b>
	<b>Limited Term Intermittent</b>
<b>Exam Type:</b>	<b>Statewide</b>

### **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.

### **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.

### **WHO CAN APPLY**

Applicants who meet the minimum qualifications as stated below. This is a Departmental Open Statewide examination. Applications will not be accepted on a promotional basis. Career credits do not apply.

### **HOW TO APPLY**

Submit a Standard State Application (STD. form 678) and the attached Supplemental Application to the California Department of Food and Agriculture no later than the **Final Filing Date, Friday, April 15, 2016.**

- Standard State Application (STD. form 678) is available through the internet at <https://jobs.ca.gov/Public/StateForms.aspx>

**HOW TO APPLY CONTINUED**

- Supplemental Application is attached below. Applicants who do not submit a Supplemental Application will be disqualified.
- All applications must include “to” and “from” dates (month/day/year) and time base. **Applications received without this information may be rejected.**
- Resumes **will not** be accepted in lieu of a completed State Application, (STD. form 678).
- Your signature on your application indicates that you have read, understood, and possess the basic qualifications required. Only applications with original signature will be accepted.

**DO NOT SUBMIT APPLICATIONS TO THE CALIFORNIA DEPARTMENT OF HUMAN RESOURCES (CaHR).**

**WHERE TO APPLY****HAND DELIVER OR MAIL TO:**

California Department of Food and Agriculture  
Examination Unit, Attn: Cindy Torres  
1220 N Street, Room 242  
Sacramento, CA 95814  
(916) 403-6581

**NOTE:** Facsimiles (FAX) or emailed applications will not be accepted under any circumstances.

**FINAL FILE DATE**

Final Filing Date: **Friday, April 15, 2016.**

Applications must be **POSTMARKED** no later than the Final Filing Date, **Friday, April 15, 2016.** Applications personally delivered or received via interoffice mail must be received by 5:00 p.m. on the final filing date. Any applications received after the final filing date will not be accepted for any reason.

**TEST DATE**

It is anticipated that the examination will be sometime in May or June 2016.

**TESTING METHOD**

The testing method used may be one or a combination of the following: **ORAL OR WRITTEN EXAMINATION, EDUCATION & EXPERIENCE OR SUPPLEMENTAL APPLICATION.**

**ELIGIBLE LIST INFORMATION**

A Departmental “Open” list will be established for the California Department of Food and Agriculture. The eligible list will be abolished **12** months after it is established **unless** the needs of the service and conditions of the list warrant a change in this period.

**REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION**

All applications must meet the education and/or experience requirements as stated on this examination announcement. Your signature on your application indicates that you have read, understood, and possess the basic qualifications required.

**MINIMUM QUALIFICATIONS**

**NOTE: SUBMISSION OF TRANSCRIPTS IS REQUIRED TO VERIFY THE EDUCATION REQUIREMENT. FAILURE TO DO SO MAY RESULT IN A DELAY OF YOUR APPROVAL TO COMPETE IN THE EXAMINATION.**

**Education:** Graduation with a Doctorate Degree in Veterinary Medicine from an institution of recognized standing. [Registration in such an institution in the academic year in which the degree will be granted will admit applicants to the examination, but evidence of possession of the degree must be produced before they can be considered eligible for appointment.]

**POSITION DESCRIPTION**

Positions in the Veterinarian (Meat Inspection) classifications perform the professional responsibilities which assure the exclusion of unwholesome meat and poultry and meat and poultry food products from human food channels. Incumbents make antemortem and postmortem inspections of animals; inspect slaughtering and processing establishment facilities and establishment processes and equipment; reject equipment and condemn meat, poultry, and related food products to assure compliance with State laws; train and evaluate licensed Livestock Meat Inspectors and Poultry Meat Inspectors; write reports; research emerging food safety issues; and trace and recall regulated products unfit for consumption.

Under close to general supervision, incumbents at the entry, training, and first working level learn and apply the principles, techniques, and methods of meat and poultry inspection. As trainees gain experience and competence, incumbents are expected to perform progressively more difficult work with a minimum of supervision; however, they are not regularly assigned the full range of journey level work, including the more difficult assignments.

Under general direction, at the full and advanced journey level, incumbents perform the full range of duties authorized by the meat inspection provisions of State and Federal laws in an assigned geographic area, or assist in conducting special technical studies and projects in connection with the administration of specific statewide programs. Incumbents train and evaluate the performance of Livestock Meat Inspector and Poultry Meat inspector applicants or licensed inspectors and conduct compliance investigations regarding purported violations of the Food and Agricultural Code. Incumbents may act in a lead capacity and provide technical guidance and training to lower-level professional staff.

**EXAMINATION INFORMATION**

This examination will consist of a Supplemental Application – weighted 100%. Competitors who do not submit the Supplemental Application will be disqualified.

**Supplemental Application – Weighted 100%**

The California Department of Food and Agriculture and the California Department of Human Resources (CalHR) reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

**SCOPE OF EXAM AND KNOWLEDGE, SKILLS AND ABILITIES**

In addition to evaluating the competitor's relative abilities as demonstrated by quality and breadth of experience, emphasis in the examining interview will be on measuring competitively, relative to job demands, each competitor's:

**SCOPE OF EXAM AND KNOWLEDGE, SKILLS AND ABILITIES CONTINUED****KNOWLEDGE AND ABILITIES**

The following are the general and technical competencies that apply to the Veterinarian (Meat Inspection) classification. Includes both General (knowledge, skills, abilities, and on-the-job behaviors that can be applied across different jobs and organizations) and Technical Competencies (knowledge and technical skills specific to each job that are usually developed through education or professional training) that are required for all classifications within the series specifications.

**GENERAL COMPETENCIES**

The following general competencies are in the State of California Scientist Rank and File General Competency Model. This Model also provides examples of the successful behaviors associated with each defined competency. These competencies are the basis for a number of personnel management practices including, but not limited to, the development of selection methods, training, individual development plans, and performance management.

1. Maintaining Scientific Expertise: Applies technical expertise to tasks and professional development.
2. Applying Science for California's Benefit and Protection: Analytical thinking, decision making, diagnostic information gathering, forward thinking, and planning and organizing.
3. Displaying Personal and Professional Credibility: Ethics and integrity, initiative, personal credibility, stress management, and thoroughness.
4. Conveying Scientific Information: Oral communication and written communication.
5. Building Collaborative Working Relationships: Flexibility, interpersonal skills, and teamwork.

**TECHNICAL COMPETENCIES****Knowledge of:**

1. Animal science;
2. Bacteriology;
3. Biochemistry;
4. Biology including basic concepts of microbiology and virology;
5. Current issues and literature of subject-matter area;
6. Epidemiology;
7. Laws, rules, and regulations as related to veterinary programs;
8. Parasitology;
9. Pathology;
10. Pharmacology;
11. Physiology;
12. Public health;
13. Toxicology;
14. Veterinary emergency response;
15. Veterinary medicine;
16. Food production;
17. Food science;
18. Integrated pest management (IPM);
19. Workplace safety principles and practices.

**SPECIAL PERSONAL CHARACTERISTICS**

Willingness to travel and work under difficulties involved in preventing and combating epizootics of wildlife, livestock, and poultry diseases.

**ADDITIONAL DESIRABLE QUALIFICATIONS**

Preference may be given to veterinarians who possess a valid driver license of the appropriate class issued by the Department of Motor Vehicles prior to appointment into a position with this department; a post D.V.M. Master's Degree in Preventative Veterinary Medicine, Public Health, Board Certification in a specialty area of veterinary medicine, or a PhD. in a related field.

**SPECIAL MEDICAL REQUIREMENT**

Color Vision adequate to successfully perform the job as measured by the Ishihara Pseudo-Chromatic Plate Test, or for persons failing the Ishihara, the Farnsworth D-15 Arrangement Test.

**EDUCATION AND EXPERIENCE**

If conditions warrant, this examination may utilize an evaluation of each competitor's experience and education compared to a standard developed from the class specification. For this reason, it is especially important that each candidate take special care in accurately and completely filling out his or her application. List all experience relevant to the "Requirements for Admittance to the Examination" shown on this announcement, even if that experience goes beyond the seven-year limit printed on the application. Supplementary information will be accepted, but read the "Requirements for Admittance to the Examination" carefully to see what kind of information will be useful to the staff doing the evaluation.

**VETERANS' PREFERENCE**

Veterans' Preference will be granted for this examination. Effective January 1, 2014, in accordance with Government Codes 18973.1 and 18973.5, whenever any veteran, widow or widower of a veteran, or spouse of a 100 percent-disabled veteran achieves a passing score on an open examination, he or she shall be ranked in the top rank of the resulting eligibility list. This section shall not apply to any veteran who has been dishonorably discharged or released.

**CAREER CREDITS**

Career Credits **will not** be added to the final score of this examination, because it does not meet the requirements to qualify for Career Credits.

**CONTACT INFORMATION**

If you have any questions regarding this announcement, please contact:

The California Department of Food and Agriculture  
Examination Unit  
1220 N Street, Room 242  
Sacramento, CA 95814  
Attn: Cindy Torres at (916) 403-6581 or [cindy.torres@cdfa.ca.gov](mailto:cindy.torres@cdfa.ca.gov).

**GENERAL INFORMATION**

**For an examination without a written feature** it is the candidate's responsibility to contact the California Department of Food and Agriculture Examinations Unit at (916) 403-6581 three (3) weeks after the final filing date if he/she has not received his/her notice.

**If you meet the requirements** stated on this bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. All candidates who pass will be ranked according to their scores.

**General Qualifications:** Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. If an offer of employment is made, 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 from one (1) to four (4) years unless otherwise stated on this bulletin.

**Veterans' Preference:** Effective January 1, 2014, in accordance with Government Code 18973.1 and 18973.5, Veterans' Preference will be awarded as follows: 1.) Any veteran, widow or widower of a veteran, or spouse of a 100 percent disabled veteran, who achieves a passing score in an entrance examination, shall be ranked in the top rank of the resulting eligibility list. Any veteran who has been dishonorably discharged or released is not eligible for Veterans' Preference. 2.) An entrance examination is defined, under the law, as any open competitive examination. And 3.) Veterans' Preference is not granted once a person achieves permanent civil service status.

Veteran status is verified by the California Department of Human Resources (CalHR). Directions to apply for Veterans' Preference are on the Veterans' Preference Application (Std. Form 1093), which is available at <http://jobs.ca.gov/Job/VeteransInformation>, and the Department of Veterans Affairs.

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device  
TTY number: 1-800-735-292 FROM VOICE PHONES: 1-800-735-2922

**CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE  
SUPPLEMENTAL APPLICATION EXAMINATION**

**VETERINARIAN (MEAT INSPECTION)**

The California Department of Food and Agriculture's (CDFA) Veterinarian (Meat Inspection) examination is being given on an Open Statewide basis. The examination will consist solely on this Supplemental Application.

This Supplemental Application is designed to elicit a range of specific information regarding each candidate's knowledge, skills, abilities, and experience to effectively perform the duties relative to the classification. The information you provide will be evaluated using predetermined rating criteria. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained. If successful, your name will be placed onto a list based on your final score.

Resumes, letters of reference, and other materials will not be evaluated or considered as responses to items in the Supplemental Application.

A "631 Location Preference Form" is included in this Supplemental Application to allow you to select the location(s) in which you are interested in working. You will not be scored on the "631 Location Preference Form".

**NOTE: FAILURE TO ACCURATELY AND PROPERLY COMPLETE THIS SUPPLEMENTAL APPLICATION WILL RESULT IN YOUR ELIMINATION FROM THIS EXAMINATION.**

**THIS AFFIRMATION MUST BE COMPLETED:**

I hereby certify and understand that the information provided by me on this Supplemental Application is true and complete to the best of my knowledge and contains no willful misrepresentation or falsifications. I understand this information may be verified at any time. I also understand that if it is discovered that I have made any false representations, I will be removed from the examination process, removed from the list resulting from this examination, and may not be allowed to compete in future examinations for State employment and I may be subject to prosecution for misdemeanor or felony offenses under California Law. Additionally, State employees may have adverse action taken against them up to and including dismissal.

**Your signature (Required):** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print your name (Required):** \_\_\_\_\_

**YOUR COMPLETED STANDARD STATE APPLICATION (STD.FORM 678) AND SUPPLEMENTAL APPLICATION MUST BE POSTMARKED NO LATER THAN, FRIDAY, APRIL 15, 2016.**

**Return your completed Standard State Application (STD Form 678) and your completed Supplemental Application to the address below:**

**California Department of Food and Agriculture  
Examination Unit  
Attn. Cindy Torres  
1220 N Street Room 242  
Sacramento, CA 95814**

**Veterinarian (Meat Inspection)  
Supplemental Application**

**PART I**

The following questions are job requirements. Please read each question carefully and respond by marking either YES or NO for the following eight (8) questions. If you are not willing or able to comply with some or all of the following job requirements, it may be grounds for elimination from the examination process. Not providing a response to an item will be considered a “NO” response.

1. Do you possess a valid California driver license? \_\_\_YES    \_\_\_NO
  
2. Are you willing to travel using a state vehicle within a designated geographical area? \_\_\_YES    \_\_\_NO
  
3. Are you willing to travel an extended period of time by various modes of transportation? \_\_\_YES    \_\_\_NO
  
4. Are you willing to work in potentially dangerous and/or adverse conditions (e.g., poor footing, poor air quality, inadequate facilities)? \_\_\_YES    \_\_\_NO
  
5. Are you willing to use appropriate personal protective equipment (PPE) to mitigate hazards involved in potentially dangerous and/or adverse conditions? \_\_\_YES    \_\_\_NO
  
6. Are you willing to manage confrontational interpersonal interactions? \_\_\_YES    \_\_\_NO
  
7. Are you willing to work irregular hours and deploy on an on-call basis? \_\_\_YES    \_\_\_NO
  
8. Are you willing to euthanize animals (e.g., during an investigation, disease outbreak, accident scenario)? \_\_\_YES    \_\_\_NO

**If you have answered “NO” to any of the above “WILLINGNESS” questions, please explain why on the next page.**



**Veterinarian (Meat Inspection)  
Supplemental Application**

**PART II**

		<i>Knowledge</i>				<i>Experience</i>			
		No Knowledge – I have no knowledge of how to perform this task or what it may entail.	Basic/Limited knowledge – I have some knowledge of how to perform this task, but may require additional instruction to apply my knowledge effectively.	Moderate Knowledge - I possess a sufficient knowledge level that would allow me to perform this task successfully	Extensive Knowledge - I could effectively perform this action under the majority of circumstances or situations encountered; and I could instruct others on specific aspects of this action.	No experience – I have no experience performing this task.	Some Experience – I have less than one year experience performing this task.	Moderate Experience - I have one to four years experience performing this task.	Extensive Experience - I have performed this task four or more years.
<b>INSTRUCTIONS:</b>  For each item listed below in rows “1 through 34”, place ONE “X” in the <i>Knowledge</i> column which most accurately represents the knowledge you have with the following tasks. Also, for each item listed below in rows “1 through 34”, place ONE “X” in the <i>Experience</i> column which most accurately represents the experience you have with the following tasks.  <b>NOTE:</b> Credit will not be given for items not marked.									
1.	Participate in response to statewide animal emergencies (e.g., animal disease incidents, toxic events, natural disasters) to protect animal health, public health and food safety.								
2.	Investigate livestock or poultry disease outbreaks and animal mortalities that may cause significant losses of livestock or poultry, pose public health threats or result in trade restrictions.								
3.	Evaluate methods to prevent, control or eradicate infectious diseases, toxic events and foodborne disease outbreaks.								
4.	Plan and implement methods to prevent, control or eradicate infectious diseases, toxic events and foodborne disease outbreaks.								
5.	Obtain and submit appropriate animal or environmental samples to diagnose disease, toxic events or detect unwholesome meat/poultry food products.								
6.	Perform field tests on appropriate animal or environmental samples to diagnose disease, toxic events or detect unwholesome meat/poultry food products.								
7.	Interpret laboratory and diagnostic results to determine the appropriate response.								
8.	Coordinate/interact with other agency and institutions or private practitioners and producers to prevent, control or eradicate infectious diseases, toxic events and foodborne illness outbreaks.								

## Veterinarian (Meat Inspection) Supplemental Application

		<i>Knowledge</i>				<i>Experience</i>			
<p>INSTRUCTIONS:</p> <p>For each item listed below in rows “1 through 34”, place ONE “X” in the <i>Knowledge</i> column which most accurately represents the knowledge you have with the following tasks.</p> <p>Also, for each item listed below in rows “1 through 34”, place ONE “X” in the <i>Experience</i> column which most accurately represents the experience you have with the following tasks.</p> <p>NOTE: Credit will not be given for items not marked.</p>		No Knowledge – I have no knowledge of how to perform this task or what it may entail.	Basic/Limited knowledge – I have some knowledge of how to perform this task, but may require additional instruction to apply my knowledge effectively.	Moderate Knowledge - I possess a sufficient knowledge level that would allow me to perform this task successfully.	Extensive Knowledge - I could effectively perform this action under the majority of circumstances or situations encountered; and I could instruct others on specific aspects of this action.	No experience – I have no experience performing this task.	Some Experience – I have less than one year experience performing this task.	Moderate Experience - I have one to four years experience performing this task.	Extensive Experience - I have performed this task four or more years.
9.	Record data to document inspections and investigations using various software programs or regulatory forms.								
10.	Conduct surveillance of illegal slaughter and meat processing activities according to State and federal laws and regulations.								
11.	Inspect animals, equipment, and facilities for compliance with State and federal laws and regulations as they relate to disease prevention and food safety.								
12.	Record inspection observations, condition of premises, processing activities, operational procedures, and any corrective actions taken to ensure compliance with policies and procedures.								
13.	Review premises records for completion and accuracy to ensure compliance with policies and procedures.								
14.	Determine the appropriate disposition and handling of dead, diseased or exposed livestock and poultry and animal products to prevent the spread of disease, or toxic events or diversion into human food chain.								
15.	Observe livestock and poultry at concentration points to assess for signs of disease and compliance with animal identification and movement requirements to prevent sick animals from being slaughtered and entering the food chain.								

## Veterinarian (Meat Inspection) Supplemental Application

		<i>Knowledge</i>				<i>Experience</i>			
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16.	Observe plant operational procedures for compliance with good manufacturing practices (GMP) and sanitation standard operating procedure (SSOP).								
17.	Inspect facilities, equipment, and procedures for compliance with State and federal humane slaughter.								
18.	Review meat and poultry plants that are exempt from United States Department of Agriculture (USDA) inspections to ensure compliance with State and federal laws and regulations.								
19.	Review label and formulation submittal approval requests by plant management to ensure compliance with State and federal laws and regulations.								
20.	Train, test, and license industry inspectors (e.g., poultry meat inspectors [PMI], livestock meat inspectors [LMI], and processing inspectors [PI]) to ensure sanitary/processing practices are maintained in plants as required by State laws and regulations.								
21.	Train applicants to become State licensed livestock, poultry and processing inspectors using established policies and procedures.								

## Veterinarian (Meat Inspection) Supplemental Application

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22.	Review/monitor licensed industry inspector activities and record keeping for compliance with the California Food and Agricultural Code and Code of Regulations.								
23.	Compile and report animal and product disposal data to meet environmental regulations and facilitate indemnification, including pounds processed, number of animals slaughtered and number and amount of poultry, livestock and parts condemned.								
24.	Inspect methods of control and disposal of inedible and condemned materials to prevent entrance into the human food chain.								
25.	Inspect methods of control and disposal of inedible kitchen grease (IKG) to prevent contamination of environment and animal feed.								
26.	Inspect and regulate rendering plants to ensure condemned materials do not enter food chain or create an environmental nuisance.								
27.	Inspect and regulate pet food plants to ensure approved formulation of product, proper labeling and to prevent products from entering human food chain.								
28.	Conduct ante-mortem and post-mortem inspections of livestock and poultry for compliance with State laws and regulations.								

## Veterinarian (Meat Inspection) Supplemental Application

INSTRUCTIONS:  For each item listed below in rows "1 through 34", place ONE "X" in the <i>Knowledge</i> column which most accurately represents the knowledge you have with the following tasks. Also, for each item listed below in rows "1 through 34", place ONE "X" in the <i>Experience</i> column which most accurately represents the experience you have with the following tasks.  NOTE: Credit will not be given for items not marked.		<i>Knowledge</i>				<i>Experience</i>			
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29.	Apply approved restraint measures to animals to ensure humane handling and employee safety.								
30.	Implement biosecurity measures to control, eradicate and prevent introduction of diseases.								
31.	Participate in veterinary continuing education to maintain currency in the field.								
32.	Discuss inspection results with stakeholders and recommend any necessary corrective actions.								
33.	Work cooperatively with premises personnel, branch investigators, inspectors and various other regulatory entities.								
34.	Write letters, memoranda and other correspondence for the purpose of communicating and disseminating information.								

**California Department of Food and Agriculture  
Veterinarian (Meat Inspection)  
(631 LOCATION PREFERENCE FORM)**

**Please check the location(s) where you will accept employment.**

**Northern Region Inspections/Operations(3400)**

Includes the following counties

Alameda	Madera	Shasta
Alpine	Marin	Sierra
Amador	Mariposa	Siskiyou
Butte	Mendocino	Solano
Calaveras	Merced	Sonoma
Colusa	Modoc	Stanislaus
Contra Costa	Monterey	Sutter
Del Norte	Napa	Tehama
El Dorado	Nevada	Trinity
Fresno	Placer	Tuolumne
Glenn	Plumas	Tuolumne
Humboldt	Sacramento	Yolo
Kern	San Benito	Yuba
Kings	San Joaquin	Shasta
Lake	San Mateo	Sierra
Lassen	Santa Clara	

**Southern Region Inspections/Operations (3300)**

Includes the following counties

Imperial	Mono	San Diego
Inyo	Orange	San Luis Obispo
Kern	Riverside	Santa Barbara
Los Angeles	San Bernardino	Ventura

**Tenure and Time Base**

- Permanent Full-Time ONLY (D)**
- Will work any tenure or timebase (A)**

\_\_\_\_\_  
PRINT YOUR NAME

\_\_\_\_\_  
SIGNATURE