

JOB OPPORTUNITY BULLETIN

Release Date: March 22, 2019

Bulletin Number: 19-12

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.

This bulletin is a weekly publication of the Human Resources, California Prison Industry Authority (CALPIA).

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

All appointments are subject to State Restrictions of Appointment (SROA) procedures.

PLEASE NOTE: APPLICATIONS FOR ALL POSITIONS IN THIS BULLETIN MUST BE POSTMARKED OR RECEIVED BY THE FINAL FILING DATE (FFD) INDICATED. Applications may be filed in person, but must be received by close of business of the FFD. Applications received after the FFD will not be considered. A notation or reference on the application to other materials, such as "see attached resume", will not be considered. For more information, please contact CAREERS@CALPIA.CA.GOV.

Penal Code Section 6007 provides that as a condition of employment with the California Department of Corrections and Rehabilitation (CDCR), individuals are subject to pre-employment and annual testing for tuberculosis (TB).

THIS JOB OPPORTUNITY BULLETIN CAN BE FOUND ON THE CALPIA INTRANET.



POLICY OF NONDISCRIMINATION ON THE BASIS OF DISABILITY AND EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

The CALPIA does not discriminate on the basis of disability in employment or in the admission and access to its program or activities. The Equal Employment Opportunity Office has been designated to coordinate and carry out this agency's compliance with the nondiscrimination requirements of Title II of the Americans with Disabilities Act (ADA). Information concerning the provision of the ADA, and the rights provided there under, are available from the ADA Coordinator at 560 East Natoma Street, Folsom, CA 95630-2200

ASSOCIATE GOVERNMENTAL PROGRAM ANALYST

JOB CONTROL #: JC-139572

FINAL FILING DATE: UNTIL FILLED

POSITION #: 063-042-5393-803

TENURE / TIME BASE: PERMANENT / FULL TIME

SALARY: \$4975 - \$6228

WORK SHIFT (DAYS AND HOURS): MONDAY – FRIDAY, 8:00AM – 5:00PM

LOCATION: CALIFORNIA PRISON INDUSTRY AUTHORITY, BUSINESS SERVICES, 560 EAST NATOMA STREET, FOLSOM, CA 95630

DESCRIPTION OF DUTIES: California Prison Industry Authority (CALPIA) is currently recruiting for an Associate Governmental Program Analyst (Contract Analyst) to work in the Procurement & Contracts section. CALPIA offers free parking. Under the general supervision of the Staff Services Manager I, Procurement and Contracts section, the incumbent ensures the administration of CALPIA procurement procedures provided under Penal Code Section 2808(g) to purchase goods and services needed by CALPIA for the operation of its enterprises. Work with program staff in review and development of service, raw material, public works, interagency, and revenue contracts in conformance with contracting laws, regulations, policies and rules. Develop scopes of work and specifications, solicitation documents and contract development, including the use of boilerplate contracting language and documents. Review sole source requests and contract justifications, and advertise contracts. Represent CALPIA at bidder's conferences throughout the State and respond to bidder's questions. Lead bid evaluations with contract managers. Coordinate approval of contracts with the legal office and management staff; award and amend contracts. Perform special projects, prepare correspondence, train, and assist other staff and offenders. Consult, advise, and make recommendations to program staff on a variety of purchasing and contracting issues. Research, gather, and analyze data from websites, laws and rules, and other contracting/purchasing resources to make appropriate recommendations for contractual agreements. Develop Business Services policies and procedures, conduct and perform complex research and analytical studies. Analyze information and make recommendations for improved methods. This position requires strong analytical, writing, and computer skills (Excel, Word, Access, and Powerpoint).

REQUISITE SKILLS AND ABILITIES:

- Strong analytical skills
- Knowledge and understanding of state contracting laws, regulations, policies, and rules
- Excellent writing and verbal skills
- Strong attention to detail
- Excellent attendance and punctuality
- Ability to perform multiple tasks and set priorities appropriately.
- Works well in a team environment
- Self-starter and applies principles of completed staff work consistently
- Ability to translate direction into action.

REQUIRED APPLICATION DOCUMENTS: Degree and/or School Transcripts

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

DATE POSTED: 03/14/2019

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CUSTODIAN (CORRECTIONAL FACILITY)

JOB CONTROL #: VARIOUS

FINAL FILING DATE: VARIOUS

POSITION #: XXX-760-2006-XXX

TENURE / TIME BASE: PERMANENT / FULL TIME

SALARY: \$2444 - \$3059 - POSITIONS MAY RECEIVE A \$190.00 PER MONTH INSTITUTIONAL WORKER SUPERVISION PAY (IWSP) DIFFERENTIAL

WORK SHIFT (DAYS AND HOURS): WORK DAYS AND HOURS MAY VARY

LOCATION: CALIFORNIA PRISON INDUSTRY AUTHORITY, HEALTHCARE FACILITIES MAINTENANCE (HFM)
PLEASE SEE BELOW FOR LOCATION OF POSITIONS

DESCRIPTION OF DUTIES: ***Prior to applying for any Custodian (CF) vacancy, you must first attain list eligibility by taking the Training & Experience Assessment exam via the Internet at <https://www.calpia.ca.gov/calpia/assets/File/hr/exams/2018/8PICU01.pdf>, click Complete Self-Assessment***

Under the supervision of the Custodian Supervisor II, CF and direction of the Lead Custodian (CF) (Healthcare Facilities Maintenance), the incumbent performs the required janitorial services in keeping an assigned office, building, or area clean and orderly; to maintain order and supervise the conduct of inmates, to protect and maintain the safety of persons and property, may instruct, lead, or supervise inmates and other related work. Employees having regular, direct responsibility for work supervision, on-the-job training, and work performance evaluation of at least two inmates' workers who substantially replace civil service employees for a total of at least 120 hours per pay period. This pay differential may also apply to employees having direct supervisory responsibility over incumbents who meet the conditions stated above. Employees must have valid, approved medical clearance. Performs the following duties while supervising/directing inmates and civil service employees providing janitorial services: sweeps, scrubs, mops, and waxes floors; vacuums rugs and carpets; cleans, dusts, and polishes cabinets, furniture, and woodwork; empties and cleans waste receptacles; cleans stairways, escalators, elevators, hallways, restrooms, offices, and lobbies; cleans ceilings, walls, window shades, light fixtures, interior glass partitions, and Venetian blinds; assists in moving and arranging furniture and equipment as required; polishes metalwork; turns out lights and locks doors and windows; refills lavatory supply dispensers; replaces light globes and tubes; operates scrubbers, buffers, and other equipment and machinery; as required.

REQUISITE SKILLS AND ABILITIES: Persons appointed to this position must be reasonably able to maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates. Assignments during tour of duty may include sole responsibility for the supervision of inmates and/or the protection of personal and real property. Persons appointed to positions in this class are required to wear a personal alarm and must always carry a whistle while on the worksite.

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

MULE CREEK STATE PRISON, 4001 HIGHWAY 104, IONE, CA 95640

POSITION #: 045-760-2006-PFT - DATE POSTED: 11/9/18 (JC-134319) - FINAL FILING DATE: UNTIL FILLED

CUSTODIAN (CORRECTIONAL FACILITY) - PERMANENT / FULL TIME (Continued)

AVENAL STATE PRISON, 1 KINGS WAY, AVENAL, CA 93204

POSITION MAY RECEIVE A \$2,600 ANNUAL RECRUITMENT AND RETENTION (R&R) BONUS

POSITION #: 047-760-2006-PFT - DATE POSTED: 11/10/18 (JC-133851) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA CORRECTIONAL INSTITUTION, 24900 HWY 202, TEHACHAPI, CA 93561

POSITION #: 052-760-2006-PFT - DATE POSTED: 11/7/18 (JC-133951) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA MEN'S COLONY, HIGHWAY 1, SAN LUIS OBISPO, CA 93409

POSITION #: 058-760-2006-PFT - DATE POSTED: 10/30/18 (JC-132769) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA STATE PRISON – CORCORAN, 4001 KING AVENUE, CORCORAN, CA 93212

POSITION #: 073-760-2006-PFT - DATE POSTED: 11/8/18 (JC-134131) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA STATE PRISON – SACRAMENTO, 100 PRISON ROAD, REPRESA, CA 95671

POSITION #: 074-760-2006-PFT - DATE POSTED: 12/12/18 (JC-137762) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA STATE PRISON – SOLANO, 2100 PEABODY ROAD, VACAVILLE, CA 95696

POSITION #: 075-760-2006-PFT - DATE POSTED: 11/8/18 (JC-134068) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA INSTITUTION FOR MEN, 14901 CENTRAL AVENUE, CHINO, CA 91710

POSITION #: 081-760-2006-PFT - DATE POSTED: 11/9/18 (JC-134240) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA INSTITUTION FOR WOMEN, 16756 CHINO-CORONA ROAD, CORONA, CA 92880

POSITION #: 087-760-2006-PFT - DATE POSTED: 10/30/18 (JC-132884) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA STATE PRISON SAN QUENTIN, SAN QUENTIN, CA 94964

POSITION #: 096-760-2006-PFT DATE POSTED: 01/17/2019 (JC-142045) FINAL FILING DATE: UNTIL FILLED

CORRECTIONAL TRAINING FACILITY, HIGHWAY 101 NORTH, SOLEDAD, CA 93960

POSITION #: 104-760-2006-PFT DATE POSTED: 01/17/2019 (JC-142067) FINAL FILING DATE: UNTIL FILLED

DEUEL VOCATIONAL INSTITUTION, 23500 KASSON ROAD, TRACY, CA 95378

POSITION #: 107-760-2006-PFT - DATE POSTED: 11/16/18 (JC-134932) - FINAL FILING DATE: UNTIL FILLED

CALIPATRIA STATE PRISON, 7018 BLAIR ROAD, CALIPATRIA, CA 92233

POSITION MAY RECEIVE A \$2,600 ANNUAL RECRUITMENT AND RETENTION (R&R) BONUS

POSITION #: 177-760-2006-PFT - DATE POSTED: 10/29/18 (JC-132705) - FINAL FILING DATE: UNTIL FILLED

WASCO STATE PRISON, 701 SCOFIELD AVENUE, WASCO, CA 93280

POSITION #: 179-760-2006-PFT - DATE POSTED: 11/8/18 (JC-134168) - FINAL FILING DATE: UNTIL FILLED

SIERRA CONSERVATION CENTER, 5100 O'BYRNE'S FERRY ROAD, JAMESTOWN, CA 95327

POSITION MAY RECEIVE A \$2,600 ANNUAL RECRUITMENT AND RETENTION (R&R) BONUS

POSITION #: 189-760-2006-PFT - DATE POSTED: 11/15/18 (JC-134892) - FINAL FILING DATE: UNTIL FILLED

FOLSOM STATE PRISON, 300 PRISON ROAD, REPRESA, CA 95671

POSITION #: 287-760-2006-PFT - DATE POSTED: 11/14/18 (JC-134604) - FINAL FILING DATE: UNTIL FILLED

CENTRAL CALIFORNIA WOMEN'S FACILITY, 23370 ROAD 22, CHOWCHILLA, CA 93610

POSITION #: 383-760-2006-PFT - DATE POSTED: 11/8/18 (JC-134070) - FINAL FILING DATE: UNTIL FILLED

RICHARD J. DONOVAN CORRECTIONAL FACILITY, 480 ALTA ROAD, SAN DIEGO, CA 92179

POSITION #: 391-760-2006-PFT DATE POSTED: 01/17/2019 (JC-142088) FINAL FILING DATE: UNTIL FILLED

CUSTODIAN (CORRECTIONAL FACILITY) - PERMANENT / FULL TIME (Continued)

CHUCKAWALLA VALLEY STATE PRISON, 19025 WILEY'S WELL ROAD, BLYTHE, CA 92225
POSITION MAY RECEIVE A \$2,600 ANNUAL RECRUITMENT AND RETENTION (R&R) BONUS
POSITION #: 392-760-2006-PFT - DATE POSTED: 11/8/18 (JC-134142) - **FINAL FILING DATE: UNTIL FILLED**

PELICAN BAY STATE PRISON, 5905 LAKE EARL DRIVE, CRESCENT CITY, CA 95532
POSITION MAY RECEIVE A \$2,600 ANNUAL RECRUITMENT AND RETENTION (R&R) BONUS
POSITION #: 393-760-2006-PFT - DATE POSTED: 11/14/18 (JC-134678) - **FINAL FILING DATE: UNTIL FILLED**

CALIFORNIA STATE PRISON LOS ANGELES, 44750 60TH STREET WEST, LANCASTER, CA 93536
POSITION #: 399-760-2006-PFT - DATE POSTED: 9/6/18 (JC-125892) - **FINAL FILING DATE: UNTIL FILLED**

CENTINELA STATE PRISON, 2302 BROWN ROAD, IMPERIAL, CA 92251
POSITION MAY RECEIVE A \$2,600 ANNUAL RECRUITMENT AND RETENTION (R&R) BONUS
POSITION #: 405-760-2006-PFT - DATE POSTED: 11/9/18 (JC-134269) - **FINAL FILING DATE: UNTIL FILLED**

PLEASANT VALLEY STATE PRISON, 24863 WEST JAYNE AVENUE, COALINGA, CA 93210
POSITION #: 439-760-2006-PFT - DATE POSTED: 10/31/18 (JC-132935) - **FINAL FILING DATE: UNTIL FILLED**

CALIFORNIA SUBSTANCE ABUSE TREATMENT FACILITY, 900 QUEBEC AVENUE, CORCORAN, CA 93212
POSITION #: 589-760-2006-PFT - DATE POSTED: 11/9/18 (JC-134298) - **FINAL FILING DATE: UNTIL FILLED**

KERN VALLEY STATE PRISON, 3000 WEST CECIL AVENUE, DELANO, CA 93216
POSITION #: 918-760-2006-PFT - DATE POSTED: 11/14/18 (JC-134720) - **FINAL FILING DATE: UNTIL FILLED**

VALLEY STATE PRISON, 21633 AVENUE 24, CHOWCHILLA, CA 93610
POSITION #: 921-760-2006-PFT - DATE POSTED: 11/15/18 (JC-134873) - **FINAL FILING DATE: UNTIL FILLED**

HIGH DESERT STATE PRISON, 475-750 RICE CANYON ROAD, SUSANVILLE, CA 96130
POSITION #: 933-760-2006-PFT DATE POSTED: 01/17/2019 (JC-142143) **FINAL FILING DATE: UNTIL FILLED**

CALIFORNIA REHABILITATION CENTER, 5TH AND WESTERN, NORCO, CA 92860
POSITION #: 964-760-2006-PFT - DATE POSTED: 11/8/18 (JC-134110) - **FINAL FILING DATE: UNTIL FILLED**

CALIFORNIA CORRECTIONAL CENTER, 711-045 CENTER ROAD, SUSANVILLE, CA 96127
POSITION #: 965-760-2006-PFT DATE POSTED: 01/17/2019 (JC-142182) **FINAL FILING DATE: UNTIL FILLED**

CALIFORNIA MEDICAL FACILITY, 1600 CALIFORNIA DRIVE, VACAVILLE, CA 95687
POSITION #: 966-760-2006-PFT - DATE POSTED: 10/30/18 (JC-132904) - **FINAL FILING DATE: UNTIL FILLED**

NORTH KERN STATE PRISON, 2737 WEST CECIL AVENUE, DELANO, CA 93216
POSITION #: 967-760-2006-PFT - DATE POSTED: 11/15/18 (JC-134907) - **FINAL FILING DATE: UNTIL FILLED**

SALINAS VALLEY STATE PRISON, 31625 HIGHWAY 101, SOLEDAD, CA 93960
POSITION #: 968-760-2006-PFT DATE POSTED: 01/17/2019 (JC-142144) **FINAL FILING DATE: UNTIL FILLED**

IRONWOOD STATE PRISON, 19005 WILEY'S WELL ROAD, BLYTHE, CA 92226
POSITION MAY RECEIVE A \$2,600 ANNUAL RECRUITMENT AND RETENTION (R&R) BONUS
POSITION #: 969-760-2006-PFT - DATE POSTED: 11/9/18 (JC-134208) - **FINAL FILING DATE: UNTIL FILLED**

CALIFORNIA CITY CORRECTIONAL FACILITY, 22844 VIRGINIA BLVD., CALIFORNIA CITY, CA 93505
POSITION #: 970-760-2006-PFT - DATE POSTED: 11/16/18 (JC-134952) - **FINAL FILING DATE: UNTIL FILLED**

CUSTODIAN (CORRECTIONAL FACILITY)

JOB CONTROL #: VARIOUS

FINAL FILING DATE: VARIOUS

POSITION #: XXX-760-2006-XXX

TENURE / TIME BASE: PERMANENT / INTERMITTENT (1500 HOURS)

SALARY: \$2444 - \$3059 - POSITIONS MAY RECEIVE A \$190.00 PER MONTH INSTITUTIONAL WORKER SUPERVISION PAY (IWSP) DIFFERENTIAL

WORK SHIFT (DAYS AND HOURS): WORK DAYS AND HOURS MAY VARY

LOCATION: CALIFORNIA PRISON INDUSTRY AUTHORITY, HEALTHCARE FACILITIES MAINTENANCE (HFM)
PLEASE SEE BELOW FOR LOCATION OF POSITIONS

DESCRIPTION OF DUTIES: ***Prior to applying for any Custodian (CF) vacancy, you must first attain list eligibility by taking the Training & Experience Assessment exam via the Internet at <https://www.calpia.ca.gov/calpia/assets/File/hr/exams/2018/8PICU01.pdf>, click Complete Self-Assessment***

Under the supervision of the Custodian Supervisor II, CF and direction of the Lead Custodian (CF) (Healthcare Facilities Maintenance), the incumbent performs the required janitorial services in keeping an assigned office, building, or area clean and orderly; to maintain order and supervise the conduct of inmates, to protect and maintain the safety of persons and property, may instruct, lead, or supervise inmates and other related work. Employees having regular, direct responsibility for work supervision, on-the-job training, and work performance evaluation of at least two inmates' workers who substantially replace civil service employees for a total of at least 120 hours per pay period. This pay differential may also apply to employees having direct supervisory responsibility over incumbents who meet the conditions stated above. Employees must have valid, approved medical clearance. Performs the following duties while supervising/directing inmates and civil service employees providing janitorial services: sweeps, scrubs, mops, and waxes floors; vacuums rugs and carpets; cleans, dusts, and polishes cabinets, furniture, and woodwork; empties and cleans waste receptacles; cleans stairways, escalators, elevators, hallways, restrooms, offices, and lobbies; cleans ceilings, walls, window shades, light fixtures, interior glass partitions, and Venetian blinds; assists in moving and arranging furniture and equipment as required; polishes metalwork; turns out lights and locks doors and windows; refills lavatory supply dispensers; replaces light globes and tubes; operates scrubbers, buffers, and other equipment and machinery; as required.

REQUISITE SKILLS AND ABILITIES: Persons appointed to this position must be reasonably able to maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates. Assignments during tour of duty may include sole responsibility for the supervision of inmates and/or the protection of personal and real property. Persons appointed to positions in this class are required to wear a personal alarm and must always carry a whistle while on the worksite.

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MULE CREEK STATE PRISON, 4001 HIGHWAY 104, IONE, CA 95640

POSITION #: 045-760-2006-PIN - DATE POSTED: 11/9/18 (JC-134329) - FINAL FILING DATE: UNTIL FILLED

CUSTODIAN (CORRECTIONAL FACILITY) – PERMANENT / INTERMITTENT (Continued)

AVENAL STATE PRISON, 1 KINGS WAY, AVENAL, CA 93204

POSITION MAY RECEIVE A \$2,600 ANNUAL RECRUITMENT AND RETENTION (R&R) BONUS

POSITION #: 047-760-2006-PIN - DATE POSTED: 11/7/18 (JC-133918) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA CORRECTIONAL INSTITUTION, 24900 HWY 202, TEHACHAPI, CA 93561

POSITION #: 052-760-2006-PIN - DATE POSTED: 11/8/18 (JC-133996) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA MEN'S COLONY, HIGHWAY 1, SAN LUIS OBISPO, CA 93409

POSITION #: 058-760-2006-PIN - DATE POSTED: 10/30/18 (JC-132776) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA STATE PRISON – CORCORAN, 4001 KING AVENUE, CORCORAN, CA 93212

POSITION #: 073-760-2006-PIN - DATE POSTED: 11/8/18 (JC-134137) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA STATE PRISON – SACRAMENTO, 100 PRISON ROAD, REPRESA, CA 95671

POSITION #: 074-760-2006-PIN - DATE POSTED: 11/14/18 (JC-134603) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA STATE PRISON - SOLANO, 2100 PEABODY ROAD, VACAVILLE, CA 95696

POSITION #: 075-760-2006-PIN - DATE POSTED: 11/8/18 (JC-134100) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA INSTITUTION FOR MEN, 14901 CENTRAL AVENUE, CHINO, CA 91710

POSITION #: 081-760-2006-PIN - DATE POSTED: 11/9/18 (JC-134257) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA INSTITUTION FOR WOMEN, 16756 CHINO CORONA ROAD, CORONA, CA 92880

POSITION #: 087-760-2006-PIN - DATE POSTED: 10/30/18 (JC-132899) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA STATE PRISON - SAN QUENTIN, SAN QUENTIN, CA 94964

POSITION#: 096-760-2006-PIN DATE POSTED: 01/17/2019 (JC-142054) FINAL FILING DATE: UNTIL FILLED

CORRECTIONAL TRAINING FACILITY, HIGHWAY 101 NORTH, SOLEDAD, CA 93960

POSITION#:104-760-2006-PIN DATE POSTED: 01/17/2019 (JC-142078) FINAL FILING DATE: UNTIL FILLED

DEUEL VOCATIONAL INSTITUTION, 23500 KASSON ROAD, TRACY, CA 95378

POSITION #: 107-760-2006-PIN - DATE POSTED: 11/16/18 (JC-134933) - FINAL FILING DATE: UNTIL FILLED

CALIPATRIA STATE PRISON, 7018 BLAIR ROAD, CALIPATRIA, CA 92233

POSITION MAY RECEIVE A \$2,600 ANNUAL RECRUITMENT AND RETENTION (R&R) BONUS

POSITION #: 177-760-2006-PIN - DATE POSTED: 10/29/18 (JC-132720) - FINAL FILING DATE: UNTIL FILLED

WASCO STATE PRISON, 701 SCOFIELD AVENUE, WASCO, CA 93280

POSITION #: 179-760-2006-PIN - DATE POSTED: 11/8/18 (JC-134191) - FINAL FILING DATE: UNTIL FILLED

SIERRA CONSERVATION CENTER, 5100 O'BYRNE'S FERRY ROAD, JAMESTOWN, CA 95327

POSITION MAY RECEIVE A \$2,600 ANNUAL RECRUITMENT AND RETENTION (R&R) BONUS

POSITION #: 189-760-2006-PIN - DATE POSTED: 11/15/18 (JC-134900) - FINAL FILING DATE: UNTIL FILLED

FOLSOM STATE PRISON, 300 PRISON ROAD, REPRESA, CA 95671

POSITION #: 287-760-2006-PIN - DATE POSTED: 11/14/18 (JC-134631) - FINAL FILING DATE: UNTIL FILLED

CENTRAL CALIFORNIA WOMEN'S FACILITY, 23370 ROAD 22, CHOWCHILLA, CA 93610

POSITION #: 383-760-2006-PIN - DATE POSTED: 11/8/18 (JC-134081) - FINAL FILING DATE: UNTIL FILLED

RICHARD J. DONOVAN CORRECTIONAL FACILITY, 480 ALTA ROAD, SAN DIEGO, CA 92179

POSITION#:391-760-2006-PIN DATE POSTED: 01/17/2019 (JC-142098) FINAL FILING DATE: UNTIL FILLED

CUSTODIAN (CORRECTIONAL FACILITY) – PERMANENT / INTERMITTENT (Continued)

CHUCKAWALLA VALLEY STATE PRISON, 19025 WILEY'S WELL ROAD, BLYTHE, CA 92225
POSITION MAY RECEIVE A \$2,600 ANNUAL RECRUITMENT AND RETENTION (R&R) BONUS
POSITION #: 392-760-2006-PIN - DATE POSTED: 11/8/18 (JC-134157) - FINAL FILING DATE: UNTIL FILLED

PELICAN BAY STATE PRISON, 5905 LAKE EARL DRIVE, CRESCENT CITY, CA 95532
POSITION #: 393-760-2006-PIN - DATE POSTED: 11/14/18 (JC-134691) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA STATE PRISON LOS ANGELES, 44750 60TH STREET WEST, LANCASTER, CA 93536
POSITION #: 399-760-2006-PIN - DATE POSTED: 9/6/18 (JC-125917) - FINAL FILING DATE: UNTIL FILLED

CENTINELA STATE PRISON, 2302 BROWN ROAD, IMPERIAL, CA 92251
POSITION MAY RECEIVE A \$2,600 ANNUAL RECRUITMENT AND RETENTION (R&R) BONUS
POSITION #: 405-760-2006-PIN - DATE POSTED: 11/9/18 (JC-134277) - FINAL FILING DATE: UNTIL FILLED

PLEASANT VALLEY STATE PRISON, 24863 WEST JAYNE AVENUE, COALINGA, CA 93210
POSITION #: 439-760-2006-PIN - DATE POSTED: 10/31/18 (JC-132949) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA SUBSTANCE ABUSE TREATMENT FACILITY, 900 QUEBEC AVENUE, CORCORAN, CA 93212
POSITION #: 589-760-2006-PIN - DATE POSTED: 11/9/18 (JC-134303) - FINAL FILING DATE: UNTIL FILLED

KERN VALLEY STATE PRISON, 3000 WEST CECIL AVENUE, DELANO, CA 93216
POSITION #: 918-760-2006-PIN - DATE POSTED: 11/14/18 (JC-134724) - FINAL FILING DATE: UNTIL FILLED

VALLEY STATE PRISON, 21633 AVENUE 24, CHOWCHILLA, CA 93610
POSITION #: 921-760-2006-PIN - DATE POSTED: 11/15/18 (JC-134888) - FINAL FILING DATE: UNTIL FILLED

HIGH DESERT STATE PRISON, 475-750 RICE CANYON ROAD, SUSANVILLE, CA 96130
POSITION#:933-760-2006-PIN DATE POSTED: 01/17/2019 (JC-142154) FINAL FILING DATE: UNTIL FILLED

CALIFORNIA REHABILITATION CENTER, 5TH AND WESTERN, NORCO, CA 92860
POSITION #: 964-760-2006-PIN - DATE POSTED: 11/8/18 (JC-134114) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA CORRECTIONAL CENTER, 711-045 CENTER ROAD, SUSANVILLE, CA 96127
POSITION#:965-760-2006-PIN DATE POSTED: 01/17/2019 (JC-142180) FINAL FILING DATE: UNTIL FILLED

CALIFORNIA MEDICAL FACILITY, 1600 CALIFORNIA DRIVE, VACAVILLE, CA 95687
POSITION #: 966-760-2006-PIN - DATE POSTED: 10/30/18 (JC-132911) - FINAL FILING DATE: UNTIL FILLED

NORTH KERN STATE PRISON, 2737 WEST CECIL AVENUE, DELANO, CA 93216
POSITION #: 967-760-2006-PIN - DATE POSTED: 11/15/18 (JC-134912) - FINAL FILING DATE: UNTIL FILLED

IRONWOOD STATE PRISON, 19005 WILEY'S WELL ROAD, BLYTHE, CA 92226
POSITION #: 969-760-2006-PIN - DATE POSTED: 11/9/18 (JC-134220) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA CITY CORRECTIONAL FACILITY, 22844 VIRGINIA BLVD., CALIFORNIA CITY, CA 93505
POSITION #: 970-760-2006-PIN - DATE POSTED: 11/16/18 (JC-134954) - FINAL FILING DATE: UNTIL FILLED

SALINAS VALLEY STATE PRISON, 31625 HIGHWAY 101, SOLEDAD, CA 93960
POSITION#:968-760-2006-PIN DATE POSTED: 01/17/2019 (JC-142123) FINAL FILING DATE: UNTIL FILLED

CUSTODIAN (CORRECTIONAL FACILITY)

JOB CONTROL #: VARIOUS

FINAL FILING DATE: VARIOUS

POSITION #: XXX-760-2006-XXX

TENURE / TIME BASE: LIMITED TERM (12 MONTHS) / FULL TIME - POSITIONS MAY BE EXTENDED UP TO 24 MONTHS AND MAY BECOME PERMANENT AT A LATER DATE

SALARY: \$2444 - \$3059 - POSITIONS MAY RECEIVE A \$190.00 PER MONTH INSTITUTIONAL WORKER SUPERVISION PAY (IWSP) DIFFERENTIAL

WORK SHIFT (DAYS AND HOURS): WORK DAYS AND HOURS MAY VARY

LOCATION: CALIFORNIA PRISON INDUSTRY AUTHORITY, HEALTHCARE FACILITIES MAINTENANCE (HFM)
PLEASE SEE BELOW FOR LOCATION OF POSITIONS

DESCRIPTION OF DUTIES: ***Prior to applying for any Custodian (CF) vacancy, you must first attain list eligibility by taking the Training & Experience Assessment exam via the Internet at <https://www.calpia.ca.gov/calpia/assets/File/hr/exams/2018/8PICU01.pdf>, click Complete Self-Assessment***

Under the supervision of the Custodian Supervisor II, CF and direction of the Lead Custodian (CF) (Healthcare Facilities Maintenance), the incumbent performs the required janitorial services in keeping an assigned office, building, or area clean and orderly; to maintain order and supervise the conduct of inmates, to protect and maintain the safety of persons and property, may instruct, lead, or supervise inmates and other related work. Employees having regular, direct responsibility for work supervision, on-the-job training, and work performance evaluation of at least two inmates' workers who substantially replace civil service employees for a total of at least 120 hours per pay period. This pay differential may also apply to employees having direct supervisory responsibility over incumbents who meet the conditions stated above. Employees must have valid, approved medical clearance. Performs the following duties while supervising/directing inmates and civil service employees providing janitorial services: sweeps, scrubs, mops, and waxes floors; vacuums rugs and carpets; cleans, dusts, and polishes cabinets, furniture, and woodwork; empties and cleans waste receptacles; cleans stairways, escalators, elevators, hallways, restrooms, offices, and lobbies; cleans ceilings, walls, window shades, light fixtures, interior glass partitions, and Venetian blinds; assists in moving and arranging furniture and equipment as required; polishes metalwork; turns out lights and locks doors and windows; refills lavatory supply dispensers; replaces light globes and tubes; operates scrubbers, buffers, and other equipment and machinery; as required.

REQUISITE SKILLS AND ABILITIES: Persons appointed to this position must be reasonably able to maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates. Assignments during tour of duty may include sole responsibility for the supervision of inmates and/or the protection of personal and real property. Persons appointed to positions in this class are required to wear a personal alarm and must always carry a whistle while on the worksite.

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

MULE CREEK STATE PRISON, 4001 HIGHWAY 104, IONE, CA 95640

POSITION #: 045-760-2006-LFT - DATE POSTED: 11/9/18 (JC-134333) - FINAL FILING DATE: UNTIL FILLED

CUSTODIAN (CORRECTIONAL FACILITY) – LIMITED TERM / FULL TIME (Continued)

AVENAL STATE PRISON, 1 KINGS WAY, AVENAL, CA 93204

POSITION MAY RECEIVE A \$2,600 ANNUAL RECRUITMENT AND RETENTION (R&R) BONUS

POSITION #: 047-760-2006-LFT - DATE POSTED: 11/7/18 (JC-133925) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA CORRECTIONAL INSTITUTION, 24900 HWY 202, TEHACHAPI, CA 93561

POSITION #: 052-760-2006-LFT - DATE POSTED: 11/8/18 (JC-134027) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA MEN'S COLONY, HIGHWAY 1, SAN LUIS OBISPO, CA 93409

POSITION #: 058-760-2006-LFT - DATE POSTED: 10/30/18 (JC-132782) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA STATE PRISON – CORCORAN, 4001 KING AVENUE, CORCORAN, CA 93212

POSITION #: 073-760-2006-LFT - DATE POSTED: 11/8/18 (JC-134155) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA STATE PRISON – SACRAMENTO, 100 PRISON ROAD, REPRESA, CA 95671

POSITION #: 074-760-2006-LFT - DATE POSTED: 11/14/18 (JC-134607) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA STATE PRISON – SOLANO, 2100 PEABODY ROAD, VACAVILLE, CA 95696

POSITION #: 075-760-2006-LFT - DATE POSTED: 11/8/18 (JC-134112) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA INSTITUTION FOR MEN, 14901 CENTRAL AVENUE, CHINO, CA 91710

POSITION #: 081-760-2006-LFT - DATE POSTED: 11/9/18 (JC-134260) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA INSTITUTION FOR WOMEN, 16756 CHINO CORONA ROAD, CORONA, CA 92880

POSITION #: 087-760-2006-LFT - DATE POSTED: 10/30/18 (JC-132910) - FINAL FILING DATE: UNTIL FILLED

CALIFORNIA STATE PRISON - SAN QUENTIN, SAN QUENTIN, CA 94964

POSITION#:096-760-2006-LFT DATE POSTED: 01/17/2019 (JC-142060) FINAL FILING DATE: UNTIL FILLED

CORRECTIONAL TRAINING FACILITY, HIGHWAY 101 NORTH, SOLEDAD, CA 93960

POSITION#:104-760-2006-LFT DATE POSTED: 01/17/2019 (JC-142084) FINAL FILING DATE: UNTIL FILLED

DEUEL VOCATIONAL INSTITUTION, 23500 KASSON ROAD, TRACY, CA 95378

POSITION #: 107-760-2006-LFT - DATE POSTED: 11/16/18 (JC-134939) - FINAL FILING DATE: UNTIL FILLED

CALIPATRIA STATE PRISON, 7018 BLAIR ROAD, CALIPATRIA, CA 92233

POSITION MAY RECEIVE A \$2,600 ANNUAL RECRUITMENT AND RETENTION (R&R) BONUS

POSITION #: 177-760-2006-LFT - DATE POSTED: 10/29/18 (JC-132745) - FINAL FILING DATE: UNTIL FILLED

WASCO STATE PRISON, 701 SCOFIELD AVENUE, WASCO, CA 93280

POSITION #: 179-760-2006-LFT - DATE POSTED: 11/9/18 (JC-134201) - FINAL FILING DATE: UNTIL FILLED

SIERRA CONSERVATION CENTER, 5100 O'BYRNE'S FERRY ROAD, JAMESTOWN, CA 95327

POSITION MAY RECEIVE A \$2,600 ANNUAL RECRUITMENT AND RETENTION (R&R) BONUS

POSITION #: 189-760-2006-LFT - DATE POSTED: 11/15/18 (JC-134910) - FINAL FILING DATE: UNTIL FILLED

FOLSOM STATE PRISON, 300 PRISON ROAD, REPRESA, CA 95671

POSITION #: 287-760-2006-LFT - DATE POSTED: 11/14/18 (JC-134673) - FINAL FILING DATE: UNTIL FILLED

CENTRAL CALIFORNIA WOMEN'S FACILITY, 23370 ROAD 22, CHOWCHILLA, CA 93610

POSITION #: 383-760-2006-LFT - DATE POSTED: 11/8/18 (JC-134098) - FINAL FILING DATE: UNTIL FILLED

RICHARD J. DONOVAN CORRECTIONAL FACILITY, 480 ALTA ROAD, SAN DIEGO, CA 92179

POSITION#:391-760-2006-LFT DATE POSTED: 01/17/2019 (JC-142111) FINAL FILING DATE: UNTIL FILLED

CUSTODIAN (CORRECTIONAL FACILITY) – LIMITED TERM / FULL TIME (Continued)

CHUCKAWALLA VALLEY STATE PRISON, 19025 WILEY'S WELL ROAD, BLYTHE, CA 92225
POSITION MAY RECEIVE A \$2,600 ANNUAL RECRUITMENT AND RETENTION (R&R) BONUS
POSITION #: 392-760-2006-LFT - DATE POSTED: 11/8/18 (JC-134160) - **FINAL FILING DATE: UNTIL FILLED**

PELICAN BAY STATE PRISON, 5905 LAKE EARL DRIVE, CRESCENT CITY, CA 95532
POSITION MAY RECEIVE A \$2,600 ANNUAL RECRUITMENT AND RETENTION (R&R) BONUS
POSITION #: 393-760-2006-LFT - DATE POSTED: 11/14/18 (JC-134698) - **FINAL FILING DATE: UNTIL FILLED**

CALIFORNIA STATE PRISON LOS ANGELES, 44750 60TH STREET WEST, LANCASTER, CA 93536
POSITION #: 399-760-2006-LFT - DATE POSTED: 9/6/18 (JC-125952) - **FINAL FILING DATE: UNTIL FILLED**

CENTINELA STATE PRISON, 2302 BROWN ROAD, IMPERIAL, CA 92251
POSITION MAY RECEIVE A \$2,600 ANNUAL RECRUITMENT AND RETENTION (R&R) BONUS
POSITION #: 405-760-2006-LFT - DATE POSTED: 11/9/18 (JC-134294) - **FINAL FILING DATE: UNTIL FILLED**

PLEASANT VALLEY STATE PRISON, 24863 WEST JAYNE AVENUE, COALINGA, CA 93210
POSITION #: 439-760-2006-LFT - DATE POSTED: 10/31/18 (JC-132951) - **FINAL FILING DATE: UNTIL FILLED**

CALIFORNIA SUBSTANCE ABUSE TREATMENT FACILITY, 900 QUEBEC AVENUE, CORCORAN, CA 93212
POSITION #: 589-760-2006-LFT - DATE POSTED: 11/9/18 (JC-134314) - **FINAL FILING DATE: UNTIL FILLED**

KERN VALLEY STATE PRISON, 3000 WEST CECIL AVENUE, DELANO, CA 93216
POSITION #: 918-760-2006-LFT - DATE POSTED: 11/14/18 (JC-134725) - **FINAL FILING DATE: UNTIL FILLED**

VALLEY STATE PRISON, 21633 AVENUE 24, CHOWCHILLA, CA 93610
POSITION #: 921-760-2006-LFT - DATE POSTED: 11/15/18 (JC-134891) - **FINAL FILING DATE: UNTIL FILLED**

HIGH DESERT STATE PRISON, 475-750 RICE CANYON ROAD, SUSANVILLE, CA 96130
POSITION#:933-760-2006-LFT DATE POSTED: 01/17/2019 (JC-142162) **FINAL FILING DATE: UNTIL FILLED**

CALIFORNIA REHABILITATION CENTER, 5TH AND WESTERN, NORCO, CA 92860
POSITION #: 964-760-2006-LFT - DATE POSTED: 11/8/18 (JC-134118) - **FINAL FILING DATE: UNTIL FILLED**

CALIFORNIA CORRECTIONAL CENTER, 711-045 CENTER ROAD, SUSANVILLE, CA 96127
POSITION#:965-760-2006-LFT DATE POSTED: 01/17/2019 (JC-142159) **FINAL FILING DATE: UNTIL FILLED**

CALIFORNIA MEDICAL FACILITY, 1600 CALIFORNIA DRIVE, VACAVILLE, CA 95687
POSITION #: 966-760-2006-LFT - DATE POSTED: 10/30/18 (JC-132918) - **FINAL FILING DATE: UNTIL FILLED**

NORTH KERN STATE PRISON, 2737 WEST CECIL AVENUE, DELANO, CA 93216
POSITION #: 967-760-2006-LFT - DATE POSTED: 11/15/18 (JC-134937) - **FINAL FILING DATE: UNTIL FILLED**

SALINAS VALLEY STATE PRISON, 31625 HIGHWAY 101, SOLEDAD, CA 93960
POSITION#:968-760-2006-LFT DATE POSTED: 01/17/2019 (JC-142106) **FINAL FILING DATE: UNTIL FILLED**

IRONWOOD STATE PRISON, 19005 WILEY'S WELL ROAD, BLYTHE, CA 92226
POSITION MAY RECEIVE A \$2,600 ANNUAL RECRUITMENT AND RETENTION (R&R) BONUS
POSITION #: 969-760-2006-LFT - DATE POSTED: 11/9/18 (JC-134226) - **FINAL FILING DATE: UNTIL FILLED**

CALIFORNIA CITY CORRECTIONAL FACILITY, 22844 VIRGINIA BLVD., CALIFORNIA CITY, CA 93505
POSITION #: 970-760-2006-LFT - DATE POSTED: 11/16/18 (JC-134958) - **FINAL FILING DATE: UNTIL FILLED**

CUSTODIAN SUPERVISOR II (CORRECTIONAL FACILITY)

JOB CONTROL #: VARIOUS

FINAL FILING DATE: VARIOUS

POSITION #: XXX-760-2004-XXX

TENURE / TIME BASE: PERMANENT / FULL TIME

SALARY: \$2920 - \$3660 - POSITIONS MAY RECEIVE A \$210.00 PER MONTH INSTITUTIONAL WORKER SUPERVISION PAY (IWSP) DIFFERENTIAL

WORK SHIFT (DAYS AND HOURS): WORK DAYS MAY VARY, WORK HOURS MAY VARY

LOCATION: CALIFORNIA PRISON INDUSTRY AUTHORITY, HEALTHCARE FACILITIES MAINTENANCE (HFM)
PLEASE SEE BELOW FOR LOCATION OF POSITIONS

DESCRIPTION OF DUTIES: ***Prior to applying for any Custodian Supervisor II (CF) vacancy, you must first attain list eligibility by taking the Training & Experience Assessment exam via the Internet at <https://www.calpia.ca.gov/calpia/assets/File/hr/exams/2018/8PICU03.pdf>, click Complete Self-Assessment***

Under direction, the Custodian Supervisor II (CF) performs janitorial duties involved with keeping an assigned office, building, or area clean and orderly; may instruct, lead, or supervise offender workers in the janitorial duties assigned; assists with the planning of daily operations, scheduling labor, provides training, conducts evaluations, and counsels offender workers; evaluates components of the key components of the Industry Employability Program; supervises the conduct of inmate workers in the janitorial program; maintains tool and key control per the department and institutional procedures; maintains accurate offender counts; controls the use and storage of hazardous materials; enforces the guidelines of the Health and Safety Program and ensures work meets guidelines to include State Health Department in Title 8, 15, and 22. Bio-hazard, hazardous waste.

REQUISITE SKILLS AND ABILITIES: Ability to analyze situations accurately and take action. Knowledge of Title 8, 15, and 22 requirements in reference to janitorial service. Knowledge of CDCR/CALPIA Laws, rules, procedures, and regulations. In accordance with the classification, all incumbents must have the requisite skill and ability to supervise offenders in a janitorial operation. Possess the knowledge of methods, materials, tools, and equipment used in janitorial operation. Ability to develop project plans, keeps records, and works under budgetary constraints for successful job performance.

Persons appointed to positions in this class must be reasonably able to maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates. Assignments during tour of duty may include sole responsibility for the supervision of inmates and/or the protection of personal and real property. Persons appointed to positions in this class are required to wear a personal alarm and must carry a whistle at all times while on the worksite.

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

CALIFORNIA STATE PRISON, SOLANO, 2100 PEABODY ROAD, VACAVILLE, CA 95696

POSITION#:075-760-2004-001 DATE POSTED: 01/18/2019 (JC-142252) **FINAL FILING DATE: UNTIL FILLED**

CALIFORNIA REHABILITATION CENTER, CALIFORNIA REHABILITATION CENTER, 5TH AND WESTERN, NORCO, CA 92860 **POSITION#: 964-760-2004-001** DATE POSTED: 02/27/2018 (JC-148364) **FINAL FILING DATE: UNTIL FILLED**

CUSTODIAN SUPERVISOR II (CORRECTIONAL FACILITY)

JOB CONTROL #: VARIOUS

FINAL FILING DATE: VARIOUS

POSITION #: XXX-760-2004-XXX

TENURE / TIME BASE: LIMITED TERM (12 MONTHS) / FULL TIME - POSITION MAY BE EXTENDED UP TO 24 MONTHS AND MAY BECOME PERMANENT AT A LATER DATE

SALARY: \$2920 - \$3660 - POSITIONS MAY RECEIVE A \$210.00 PER MONTH INSTITUTIONAL WORKER SUPERVISION PAY (IWSP) DIFFERENTIAL

WORK SHIFT (DAYS AND HOURS): WORK DAYS MAY VARY, WORK HOURS MAY VARY

LOCATION: CALIFORNIA PRISON INDUSTRY AUTHORITY, HEALTHCARE FACILITIES MAINTENANCE (HFM)
PLEASE SEE BELOW FOR LOCATION OF POSITIONS

DESCRIPTION OF DUTIES: ***Prior to applying for any Custodian Supervisor II (CF) vacancy, you must first attain list eligibility by taking the Training & Experience Assessment exam via the Internet at <https://www.calpia.ca.gov/calpia/assets/File/hr/exams/2018/8PICU03.pdf>, click Complete Self-Assessment***

Under direction, the Custodian Supervisor II (CF) performs janitorial duties involved with keeping an assigned office, building, or area clean and orderly; may instruct, lead, or supervise offender workers in the janitorial duties assigned; assists with the planning of daily operations, scheduling labor, provides training, conducts evaluations, and counsels offender workers; evaluates components of the key components of the Industry Employability Program; supervises the conduct of inmate workers in the janitorial program; maintains tool and key control per the department and institutional procedures; maintains accurate offender counts; controls the use and storage of hazardous materials; enforces the guidelines of the Health and Safety Program and ensures work meets guidelines to include State Health Department in Title 8, 15, and 22. Bio-hazard, hazardous waste.

REQUISITE SKILLS AND ABILITIES: Ability to analyze situations accurately and take action. Knowledge of Title 8, 15, and 22 requirements in reference to janitorial service. Knowledge of CDCR/CALPIA Laws, rules, procedures, and regulations. In accordance with the classification, all incumbents must have the requisite skill and ability to supervise offenders in a janitorial operation. Possess the knowledge of methods, materials, tools, and equipment used in janitorial operation. Ability to develop project plans, keeps records, and works under budgetary constraints for successful job performance.

Persons appointed to positions in this class must be reasonably able to maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates. Assignments during tour of duty may include sole responsibility for the supervision of inmates and/or the protection of personal and real property. Persons appointed to positions in this class are required to wear a personal alarm and must carry a whistle at all times while on the worksite.

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

CALIFORNIA PRISON INDUSTRY AUTHORITY 560 EAST NATOMA STREET FOLSOM, CA 95630
POSITION#:063-760-2004-011 DATE POSTED: 02/08/2019 (JC-144911) FINAL FILING DATE: UNTIL FILLED

CALIFORNIA INSTITUTION FOR MEN 14901 CENTRAL AVENUECHINO, CA 91710
POSITION#:081-760-2004-200 DATE POSTED: 02/08/2019 (JC-125732) FINAL FILING DATE: UNTIL FILLED

CUSTODIAN SUPERVISOR II (CORRECTIONAL FACILITY) (Continued)

CHUCKAWALLA VALLEY STATE PRISON, 19025 WILEY'S WELL ROAD, BLYTHE, CA 92225

POSITION#: 392-760-2004-001 DATE POSTED: 03/04/2019 (JC-147625) FINAL FILING DATE: UNTIL FILLED

SALINAS VALLEY STATE PRISON, 31625 HIGHWAY 101 SOLEDAD, CA 93960

POSITION #: 968-760-2004-001 - DATE POSTED: 3/14/19 (JC-142461) - FINAL FILING DATE: UNTIL FILLED

CUSTODIAN SUPERVISOR III (CORRECTIONAL FACILITY)

JOB CONTROL #: JC-137986

FINAL FILING DATE: UNTIL FILLED

POSITION #: 058-760-2000-001

TENURE / TIME BASE: LIMITED TERM (12 MONTHS) / FULL TIME - POSITION MAY BE EXTENDED UP TO 24 MONTHS AND MAY BECOME PERMANENT AT A LATER DATE

SALARY: \$3161 - \$3958 POSITIONS MAY RECEIVE A \$210.00 PER MONTH INSTITUTIONAL WORKER SUPERVISION PAY (IWSP) DIFFERENTIAL

WORK SHIFT (DAYS AND HOURS): WORK DAYS MAY VARY, WORK HOURS MAY VARY

LOCATION: CALIFORNIA MEN'S COLONY, HIGHWAY 1, SAN LUIS OBISPO, CA 93409

DESCRIPTION OF DUTIES: ***Prior to applying for any Custodian Supervisor III (CF) vacancy, you must first attain list eligibility by taking the Training & Experience Assessment exam via the Internet at <https://www.calpia.ca.gov/calpia/assets/File/hr/exams/2018/8PICU04.pdf>, click Complete Self-Assessment***

Under the direction of the Prison Industries Administrator/Lead Manager, incumbent performs janitorial duties involved with keeping an assigned office, building, or area clean and orderly; may instruct, lead, or supervise offender workers in the janitorial duties assigned. Has direct responsible of the custodial staff in the planning of daily operations, scheduling labor, provides training, conducts evaluations, and counsels offender workers; evaluates components of the key components of the Industry Employment Program; Supervises the conduct of inmate workers in the janitorial program, Maintains tool and key control per the department and institutional procedures. Maintains accurate offender counts; Controls the use and storage of hazardous materials; Enforces the guidelines of the Health and Safety Program and ensures work meets guidelines to include State Health Department in Title 22, 15, 8. Bio-hazard, hazardous waste.

REQUISITE SKILLS AND ABILITIES: Ability to analyze situations accurately and take action, Knowledge of Title 8, 15, and 22 requirements in reference to janitorial service. Knowledge of CDCR/CALPIA laws, rules, procedures and regulations. In accordance with the classification, all incumbents must have the requisite skill and ability to supervise offenders in a janitorial operation. Possess the knowledge of methods; materials, tools and equipment used in janitorial operation, ability to develop project plans, keep records and work under budgetary constraints for successful job performance

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

DATE POSTED: 12/17/2018

INDUSTRIAL SUPERVISOR, PRISON INDUSTRIES (CROPS FARM)

Position is subject to reasonable suspicion drug testing pursuant to 2 CCR § 599.960

JOB CONTROL #: JC-133691

FINAL FILING DATE: UNTIL FILLED

POSITION #: 104-215-0648-001

TENURE / TIME BASE: LIMITED TERM (12 MONTHS) / FULL TIME - POSITION MAY BE EXTENDED UP TO 24 MONTHS AND MAY BECOME PERMANENT AT A LATER DATE

SALARY: \$4481 - \$5667

WORK SHIFT (DAYS AND HOURS): MONDAY – FRIDAY, 0630 - 1430

LOCATION: CORRECTIONAL TRAINING FACILITY, CAREER TECHNICAL EDUCATION, AGRICULTURE, HIGHWAY 101 NORTH, SOLEDAD, CA 93960

DESCRIPTION OF DUTIES: ***Prior to applying for any Industrial Supervisor, Prison Industries (Crops Farm) vacancy, you must first attain list eligibility by taking the Training & Experience Assessment exam via the Internet at <https://calpia.hodesiq.com/BulletinSearch.aspx>, click Complete Self-Assessment***

Under the direct supervision of the Prison Industries Manager, the incumbent is responsible for the supervision and instruction of a group of inmate workers engaged in the farming operations from 20 acres with future projections of up to 70+ acres of cultivated vineyard located at Correctional Training Facility (CTF), which serves as the practical application for the offender Career Technical Education (CTE) program. Plans and schedules crop operations including labor, materials and equipment, land preparation, planting, cultivation, pest control, weed abatement, harvesting and storage of grape crops. Responsible for completing all work assignments, per seasonal and CTE requirements. Set up, adjust and operate equipment required for a farming operation. Trains and supervises inmates in the safe operation of farming equipment, production techniques and safe work practices. Counsels and disciplines inmates in a professional manner, while being firm, consistent and impartial. Trains and evaluates the overall performance of inmates, including preparing inmate timekeeping records and disciplinary documentation. Ensure all disciplinary reports are recorded using current procedures. Prepares production records; conducts safety meetings; Maintain tool and key control processes and records; ensures a safe work environment; assists with custodial searches and offender counts. Maintain the safety and security of the institution.

REQUISITE SKILLS AND ABILITIES: Ability to facilitate, organize and implement sound agricultural practices at a vineyard enterprise within a correctional institution. Experience in all aspects of wine grape production. Ability to supervise and motivate subordinate staff using established leadership methods. Ability to recognize problems and determine resolutions. Experienced in modern grape farming techniques and the ability to apply them to new projects and more effective farming practices. Excellent written and verbal communication skills. The ability to demonstrate professionalism at all times and to be tactful and objective.

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

DATE POSTED: 11/07/2018

INDUSTRIAL SUPERVISOR, PRISON INDUSTRIES (DAIRY)

Position is subject to reasonable suspicion drug testing pursuant to 2 CCR § 599.960

JOB CONTROL #: JC-149567

FINAL FILING DATE: MARCH 29, 2019

POSITION #: 107-180-0682-001

TENURE / TIME BASE: LIMITED TERM (12 MONTHS) / FULL TIME - POSITION MAY BE EXTENDED UP TO 24 MONTHS AND MAY BECOME PERMANENT AT A LATER DATE

SALARY: \$4481 - \$5667

WORK SHIFT (DAYS AND HOURS): TUESDAY – FRIDAY, 1200 - 2000

LOCATION: DEUEL VOCATIONAL INSTITUTION, DAIRY, 23500 KASSON ROAD, TRACY, CA 95378

DESCRIPTION OF DUTIES: ***Prior to applying for any Industrial Supervisor, Prison Industries (Dairy) vacancy, you must first attain list eligibility by taking the Training & Experience Assessment exam via the Internet at <https://calpia.hodesiq.com/BulletinSearch.aspx>, click Complete Self-Assessment***

Under the direction of the Prison Industries Superintendent, the incumbent is responsible for the supervision of inmates engaged in dairy operation. Supervises, leads, and trains inmate workers in both plant and herd maintenance. Train assigned inmate workers in all aspects of quality milk production. Keep appropriate records, keep assigned area(s) clean, control of all tools and assigned equipment. Train inmates in safety, conduct safety meeting, and ensure the Industry Employment Program is offered to all eligible inmates. Perform inmate timekeeping and monitor job performance as required by the classification.

REQUISITE SKILLS AND ABILITIES: Demonstrated experience in the production of milk and/or milk products goods.

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

DATE POSTED: 03/19/2019

INDUSTRIAL SUPERVISOR, PRISON INDUSTRIES (FABRIC PRODUCTS)

Position is subject to reasonable suspicion drug testing pursuant to 2 CCR § 599.960

JOB CONTROL #: JC-144345

FINAL FILING DATE: UNTIL FILLED

POSITION #: 058-150-7198-006

TENURE / TIME BASE: PERMANENT / FULL TIME

SALARY: \$4481 - \$5667

WORK SHIFT (DAYS AND HOURS): MONDAY – THURSDAY, 0630 - 1630

LOCATION: CALIFORNIA MEN'S COLONY, FABRIC, HIGHWAY 1, SAN LUIS OBISPO, CA 93409

DESCRIPTION OF DUTIES: ***Prior to applying for any Industrial Supervisor, Prison Industries (Fabric Products) vacancy, you must first attain list eligibility by taking the Training & Experience Assessment exam via the Internet at <https://calpia.hodesiq.com/BulletinSearch.aspx>, click Complete Self-Assessment***

This position, under the direction of the Prison Industries Superintendent I (Fabric Products), is responsible for planning, organizing and supervising the Fabric Products enterprise at the California Men's Colony.

Primary duties are as follows:

- Plans and schedules labor, materials and equipment in the production of fabric products.
- Supervises and coordinates the installation, operation, maintenance and repair of sewing equipment.
- Makes recommendations to increase efficiency and product quality.
- Directs preparation of reports on production and inventory.
- Is responsible for the ordering, shipping, and handling of production materials and supplies within the assigned area.
- Selects, trains, counsels and supervises inmate workers.
- Ensures that discipline, safety and security are maintained within the work area, including tool control.

REQUISITE SKILLS AND ABILITIES: Incumbent must have requisite skill and ability to supervise a fabric products manufacturing enterprise, including knowledge of methods, materials, machinery, processes, tools, and equipment used in industrial operations; production scheduling, quality control and standards, general safety practices and training, material handling techniques, and principles of personnel management and supervision; able to set up, repair, maintain, adjust, and operate required equipment; make labor and materials estimates; instruct and supervise inmates in production techniques and safety procedures; maintain firm impartial and consistent discipline; understand and apply rules, regulations, laws, and procedures; analyze situations accurately and take effective action; and keep records and prepare reports; read and write English at a level required for successful job performance.

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

DATE POSTED: 02/06/2019

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INDUSTRIAL SUPERVISOR, PRISON INDUSTRIES (FABRIC PRODUCTS)

Position is subject to reasonable suspicion drug testing pursuant to 2 CCR § 599.960

JOB CONTROL #: JC-134744

FINAL FILING DATE: UNTIL FILLED

POSITION #: 104-150-7198-001

TENURE / TIME BASE: LIMITED TERM (12 MONTHS) / FULL TIME - POSITION MAY BE EXTENDED UP TO 24 MONTHS AND MAY BECOME PERMANENT AT A LATER DATE

SALARY: \$4481 - \$5667

WORK SHIFT (DAYS AND HOURS): MONDAY – THURSDAY, 0615 - 1615

LOCATION: CORRECTIONAL TRAINING FACILITY, FABRIC PRODUCTS, HIGHWAY 101 NORTH, SOLEDAD, CA 93960

DESCRIPTION OF DUTIES: ***Prior to applying for any Industrial Supervisor, Prison Industries (Food and Beverage Packaging) vacancy, you must first attain list eligibility by taking the Training & Experience Assessment exam via the Internet at <https://calpia.hodesiq.com/BulletinSearch.aspx>, click Complete Self-Assessment***

The Industrial Supervisor, Prison Industries (Fabric Products), under the direction of the Prison Industries Superintendent II (Fabric Products), is responsible for the supervision and training of inmates who work in a production line that manufactures various state-issued clothing products. Assigns work; consistently checks quality and quantity to meet established standards. Provides leadership, guidance and maintains control of assigned inmates during work hours. Counsels and disciplines inmates in a professional manner, being firm, fair and consistent at all times. Prepares reports, correspondence, inmate time, with exception reports on a daily basis. Reviews inmates files, prepares and reviews inmate work and disciplinary reports for up to date and accurate information. Verifies Work Supervisory Reports are accurate and completed at the appropriate times. Ensures all disciplinary reports are recorded and sent to appropriate destinations. Participates in the institutional in-service training and safety programs. Works closely with the Prison Industries Superintendent II (Fabric Products) and Prison Industries Superintendent I (Fabric Products) to ensure adequate amount of supplies and equipment are provided to maintain a consistent daily workflow.

REQUISITE SKILLS AND ABILITIES: Personal computer experience and the ability to read patterns, experience in using various machinery associated with sewing and garment manufacturing.

Persons appointed to positions in this class must be reasonably able to maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates. Assignments during tour of duty may include sole responsibility for the supervision of inmates and/or the protection of personal and real property. Persons appointed to positions in this class are required to wear a personal alarm and must carry a whistle at all times while on the worksite.

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

DATE POSTED: 11/16/2018

INDUSTRIAL SUPERVISOR, PRISON INDUSTRIES (FABRIC PRODUCTS)

Position is subject to reasonable suspicion drug testing pursuant to 2 CCR § 599.960.

JOB CONTROL #: JC-137641

FINAL FILING DATE: UNITL FILLED

POSITION #: 104-150-7198-006

TENURE / TIME BASE: PERMANENT / FULL TIME

SALARY: \$4481 - \$5667

WORK SHIFT (DAYS AND HOURS): MONDAY – THURSDAY, 0615 - 1615

LOCATION: CORRECTIONAL TRAINING FACILITY, FABRIC PRODUCTS, HIGHWAY 101 NORTH, SOLEDAD, CA 93960

DESCRIPTION OF DUTIES: ***Prior to applying for any Industrial Supervisor, Prison Industries (Fabric Products) vacancy, you must first attain list eligibility by taking the Training & Experience Assessment exam via the Internet at <https://calpia.hodesiq.com/BulletinSearch.aspx>, click Complete Self-Assessment***

The Industrial Supervisor, Prison Industries (Fabric Products), under the direction of the Prison Industries Superintendent II (Fabric Products), is responsible for the supervision and training of inmates who work in a production line that manufactures various state-issued clothing products. Assigns work; consistently checks quality and quantity to meet established standards. Provides leadership, guidance and maintains control of assigned inmates during work hours. Counsels and disciplines inmates in a professional manner, being firm, fair and consistent at all times. Prepares reports, correspondence, inmate time, with exception reports on a daily basis. Reviews inmates files, prepares and reviews inmate work and disciplinary reports for up to date and accurate information. Verifies Work Supervisory Reports are accurate and completed at the appropriate times. Ensures all disciplinary reports are recorded and sent to appropriate destinations. Participates in the institutional in-service training and safety programs. Works closely with the Prison Industries Superintendent II (Fabric Products) and Prison Industries Superintendent I (Fabric Products) to ensure adequate amount of supplies and equipment are provided to maintain a consistent daily workflow.

REQUISITE SKILLS AND ABILITIES: Personal computer experience and the ability to read patterns, experience in using various machinery associated with sewing and garment manufacturing. Persons appointed to this position must be reasonably expected to have and maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job, without compromising their health and well-being or that of their fellow employees or inmates. Assignments during tour of duty may include sole responsibility for the supervision of inmates and the protection of property. Knowledge of CDCR/CALPIA Laws, rules, procedures and regulations.

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

DATE POSTED: 01/02/2019

INDUSTRIAL SUPERVISOR, PRISON INDUSTRIES (LAUNDRY)

Position is subject to reasonable suspicion drug testing pursuant to 2 CCR § 599.960.

JOB CONTROL #: JC-148269

FINAL FILING DATE: UNTIL FILLED

POSITION #: 047-420-2109-003

TENURE / TIME BASE: PERMANENT / FULL TIME

SALARY: \$4481 - \$5667

WORK SHIFT (DAYS AND HOURS): MONDAY – FRIDAY, 0630 - 1630

LOCATION: AVENAL STATE PRISON, LAUNDRY, 1 KINGS WAY, AVENAL, CA 93204

DESCRIPTION OF DUTIES: ***Prior to applying for any Industrial Supervisor, Prison Industries (Laundry) vacancy, you must first attain list eligibility by taking the Training & Experience Assessment exam via the Internet at <https://calpia.hodesiq.com/BulletinSearch.aspx>, click Complete Self-Assessment***

Under the direction of the Prison Industries Superintendent II (Laundry), the Industrial Supervisor (Laundry) supervises and coordinates the activities of inmate workers engaged in laundry processing. Duties include supervising the unloading of soiled laundry and loading of clean laundry for Avenal State Prison CALPIA laundry contracts. Ensures that laundry is processed in an adequate and accurate manner for timely delivery of clean linen and clothing. Supervises the sanitation of laundry carts and trailers in order to prevent cross-contamination of clean laundry. Carries out supervisory responsibilities in accordance with the Directors Rules, Title 15 and Prison Industry Authority's policies and applicable laws. Provides safety and hazardous material training to inmates, maintains tool inventory and proper tool control procedures, assigns and directs work; appraises inmate work performance through CDC-101's, work supervisors' reports and progressive discipline through the use of CDC forms 128A, 128B, and 115. Implements the individual components of the Industry Employment Program (IEP). Prepares production records and reports; conduct safety meetings; ensure a safe work environment; assist with custodial searches and inmate counts, and perform other duties as required.

REQUISITE SKILLS AND ABILITIES: Incumbent must have requisite skill and ability to supervise an Industrial laundry including methods, materials, machinery, processes, tools, and equipment used in industrial operations, production scheduling, quality control and standards, general safety practices and training, materials handling techniques. Incumbents must be able to set up, repair, maintain, adjust, and operate required equipment; make labor and materials estimates; instruct and supervise inmates in production techniques, machine operation and safety procedures; maintain firm impartial, and consistent discipline; understand rules, regulations, laws, policies and procedures; analyze situations accurately and take effective action; keep records and prepare reports; read and write English at a level required for successful job performance. Ability to add, subtract, multiply and divide in all units of measure using whole numbers, common fractions, decimals and compute rate, ratios and percentages.

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

DATE POSTED: 03/08/2019

INDUSTRIAL SUPERVISOR, PRISON INDUSTRIES (LAUNDRY)

Position is subject to reasonable suspicion drug testing pursuant to 2 CCR § 599.960.

JOB CONTROL #: JC-144116

FINAL FILING DATE: UNTIL FILLED

POSITION #: 075-421-2109-001

TENURE / TIME BASE: LIMITED TERM (12 MONTHS) / FULL TIME - POSITION MAY BE EXTENDED UP TO 24 MONTHS AND MAY BECOME PERMANENT AT A LATER DATE

SALARY: \$4481 - \$5667

WORK SHIFT (DAYS AND HOURS): MONDAY – THURSDAY, 0600 - 1600

LOCATION: CALIFORNIA STATE PRISON – SOLANO, LAUNDRY, 2100 PEABODY ROAD, VACAVILLE, CA 95696

DESCRIPTION OF DUTIES: ***Prior to applying for any Industrial Supervisor, Prison Industries (Laundry) vacancy, you must first attain list eligibility by taking the Training & Experience Assessment exam via the Internet at <https://calpia.hodesiq.com/BulletinSearch.aspx>, click Complete Self-Assessment***

Under the general supervision of the Prison Industries Superintendent I and Superintendent II (Laundry), the Industrial Supervisor (Laundry) assists in the planning and scheduling of labor and the materials and equipment for production. Responsible for quality control, production control, and inventory control. Makes suggestions as to methods analysis, cost control, material research, procurement, and personal development. Implements the individual components of the Inmate Employability Program (IEP) by training and motivating inmates in the personal development through their participation in the program.

REQUISITE SKILLS AND ABILITIES: Skill and ability to supervise a laundry enterprise, including the knowledge of methods, materials, machinery processes, tools and equipment used in industrial operations; production scheduling, quality control, safety practices, material handling techniques and principles of personnel management and supervision; able to set up, repair, maintain, adjust and operate required equipment; make labor and materials estimates; instruct and supervise inmates in production techniques and safety procedures; maintain firm, impartial and consistent discipline; understand and apply rules, regulations, laws and procedures; analyze situations accurately and take effective actions; keep records and prepare reports.

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

DATE POSTED: 02/04/2019

INDUSTRIAL SUPERVISOR, PRISON INDUSTRIES (LAUNDRY)

Position is subject to reasonable suspicion drug testing pursuant to 2 CCR § 599.960

JOB CONTROL #: JC-136674

FINAL FILING DATE: UNTIL FILLED

POSITION #: 075-421-2109-002

TENURE / TIME BASE: PERMANENT / FULL TIME

SALARY: \$4481 - \$5667

WORK SHIFT (DAYS AND HOURS): TUESDAY – FRIDAY, 0600 - 1600

LOCATION: CALIFORNIA STATE PRISON – SOLANO, LAUNDRY, 2100 PEABODY ROAD, VACAVILLE, CA 95696

DESCRIPTION OF DUTIES: ***Prior to applying for any Industrial Supervisor, Prison Industries (Laundry) vacancy, you must first attain list eligibility by taking the Training & Experience Assessment exam via the Internet at <https://calpia.hodesiq.com/BulletinSearch.aspx>, click Complete Self-Assessment***

Under the general supervision of the Prison Industries Superintendent I and Superintendent II (Laundry), the Industrial Supervisor (Laundry) assists in the planning and scheduling of labor and the materials and equipment for production. Responsible for quality control, production control, and inventory control. Makes suggestions as to methods analysis, cost control, material research, procurement, and personal development. Implements the individual components of the Inmate Employability Program (IEP) by training and motivating inmates in the personal development through their participation in the program.

REQUISITE SKILLS AND ABILITIES: Skill and ability to supervise a laundry enterprise, including the knowledge of methods, materials, machinery processes, tools and equipment used in industrial operations; production scheduling, quality control, safety practices, material handling techniques and principles of personnel management and supervision; able to set up, repair, maintain, adjust and operate required equipment; make labor and materials estimates; instruct and supervise inmates in production techniques and safety procedures; maintain firm, impartial and consistent discipline; understand and apply rules, regulations, laws and procedures; analyze situations accurately and take effective actions; keep records and prepare reports.

Persons appointed to positions in this class must be reasonably able to maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates. Assignments during tour of duty may include sole responsibility for the supervision of inmates and/or the protection of personal and real property. Persons appointed to positions in this class are required to wear a personal alarm and must carry a whistle at all times while on the worksite.

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

DATE POSTED: 12/04/2018

INDUSTRIAL SUPERVISOR, PRISON INDUSTRIES (LAUNDRY)

Position is subject to reasonable suspicion drug testing pursuant to 2 CCR § 599.960

JOB CONTROL #: JC-130954

FINAL FILING DATE: UNTIL FILLED

POSITION #: 081-420-2109-004

TENURE / TIME BASE: PERMANENT / FULL TIME

SALARY: \$4481 - \$5667

WORK SHIFT (DAYS AND HOURS): MONDAY – FRIDAY, 1415 - 2245

LOCATION: CALIFORNIA INSTITUTION FOR MEN, LAUNDRY, 14901 CENTRAL AVENUE, CHINO, CA 91710

DESCRIPTION OF DUTIES: ***Prior to applying for any Industrial Supervisor, Prison Industries (Laundry) vacancy, you must first attain list eligibility by taking the Training & Experience Assessment exam via the Internet at <https://calpia.hodesiq.com/BulletinSearch.aspx>, click Complete Self-Assessment***

Under the direction of the Prison Industries Superintendent I, (Laundry), the Industrial Supervisor, P.I. (Laundry) supervises a crew of approximately twenty (20) to forty (40) inmates in one or more of the major functions required in the laundry operation. Assist in record keeping for productions and maintenance of laundry equipment.

Assist in the training of inmate workers, maintain inmate records, and ensure discipline and professionalism amongst the inmate work crews. Maintain production reports track and control the use of chemicals and raw materials, timekeeping, and pay raises in accordance with Department Operations Manual (DOM) and Title 15. Supervise the checking and servicing on all equipment on a daily basis to ensure maximum productivity and maintains safety logs. Maintain quality control check sheets. Hold safety-training meetings, custodial searches, shakedowns and inmate counts. Assist in the planning and scheduling production including labor, materials, and equipment; coordinates and/or supervises installation, operation maintenance and repair of equipment and/or machinery.

REQUISITE SKILLS AND ABILITIES: Knowledge of production methods, materials, machinery processes, use of tools and equipment in an industrial laundry operation; production scheduling and control; quality standards and control; safety practices; material ordering and handling techniques; principles of personnel management and supervision; ability to set-up, adjust, and operate industrial laundry equipment; make labor and material estimates; instruct and supervise inmates in production techniques and safety practices, maintain form, impartial, and consistent discipline; understands rules, regulations, laws and procedures; analyze situations accurately and take effective action; record keeping and report preparation; read and write English at a level required for successful job performance. Experience in industrial laundry enterprise with supervisory experience. Must possess tact, patience, and the ability to work with persons confined in a correctional institution.

Persons appointed to positions in this class must be reasonably able to maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates. Assignments during tour of duty may include sole responsibility for the supervision of inmates and/or the protection of personal and real property. Persons appointed to positions in this class are required to wear a personal alarm and must carry a whistle at all times while on the worksite.

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

DATE POSTED: 10/18/2018

INDUSTRIAL SUPERVISOR, PRISON INDUSTRIES (MAINTENANCE AND REPAIR)

Position is subject to reasonable suspicion drug testing pursuant to 2 CCR § 599.960

JOB CONTROL #: JC-136950

FINAL FILING DATE: MARCH 24, 2019

POSITION #: 391-450-7215-001

TENURE / TIME BASE: LIMITED TERM (12 MONTHS) / FULL TIME - POSITION MAY BE EXTENDED UP TO 24 MONTHS AND MAY BECOME PERMANENT AT A LATER DATE

SALARY: \$4918 - \$6226

WORK SHIFT (DAYS AND HOURS): MONDAY – FRIDAY, 0700 - 1500

LOCATION: RICHARD J. DONOVAN CORRECTIONAL FACILITY, MAINTENANCE AND REPAIR, 480 ALTA ROAD, SAN DIEGO, CA 92179

DESCRIPTION OF DUTIES: ***Prior to applying for any Industrial Supervisor, Prison Industries (Maintenance and Repair) vacancy, you must first attain list eligibility by taking the Training & Experience Assessment exam via the Internet at <https://calpia.hodesiq.com/BulletinSearch.aspx>, click Complete Self-Assessment***

PLEASE NOTE: Position may be extended up to 24 months and may become permanent at a later date.

The incumbent supervises inmate work crews in the preventive maintenance and repair of all industrial systems, equipment, and facilitates to ensure the successful ongoing operation of each industry; plans and schedules necessary labor and equipment, and prioritizes work assignments; makes rough shop drawings and prepares estimates of the cost of minor repairs and installations; maintains a central repair work area and ensures necessary tools, materials, and supplies are ordered, stored, and kept in optimum working order; maintains an inventory of replacement/repair parts and keeps operation, service, and repair manuals updated and in good working order; practices good housekeeping in all areas under his/her control; selects, trains, and counsels inmates in maintenance and repair work as well as assists the Superintendent in maintenance record keeping, timekeeping, purchasing, and payroll activities; maintains proper discipline and security within the work areas, including assisting in custodial searches, shakedown, inmate count, daily tool control counts, and direct supervision of electrical pneumatic and bench grinder equipment when in use by inmates.

REQUISITE SKILLS AND ABILITIES: Knowledge of electronic and experience in repairing and trouble-shooting controllers is desirable; proficient with welding, boiler maintenance, and hydraulics; pneumatics, plumbing and electrical; effective communication skills (Oral and Written); repair and maintenance of manufacturing equipment skills; and knowledge in record keeping.

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

DATE POSTED: 03/04/2019

INDUSTRIAL SUPERVISOR, PRISON INDUSTRIES (MATTRESS AND BEDDING)

Position is subject to reasonable suspicion drug testing pursuant to 2 CCR § 599.960

JOB CONTROL #: JC-110667

FINAL FILING DATE: UNTIL FILLED

POSITION #: 096-360-7197-002

TENURE / TIME BASE: PERMANENT / FULL TIME

SALARY: \$4481 - \$5667

WORK SHIFT (DAYS AND HOURS): MONDAY – THURSDAY, 0500 - 1500

LOCATION: CALIFORNIA STATE PRISON - SAN QUENTIN, MATTRESS & BEDDING, SAN QUENTIN, CA 94964

DESCRIPTION OF DUTIES: ***Prior to applying for any Industrial Supervisor, Prison Industries (Mattress & Bedding) vacancy, you must first attain list eligibility by taking the Training & Experience Assessment exam via the Internet at <https://calpia.hodesiq.com/BulletinSearch.aspx>, click Complete Self-Assessment***

The Industrial Supervisor, Prison Industries (Mattress and Bedding), under the direction of the Prison Industries Superintendent II (Mattress and Bedding) is responsible for the training, developing, and directing inmate workers in the scheduled production of mattresses. This includes the manufacturing of innerspring mattresses and pillows; Supervising the implementation of the Quality Assurance Programs and maintain inmate pay and inmate work incentive program time records; Understand and apply safety rules and regulations; Maintains safety and security of working areas and work materials; Assist in the preparation of machinery purchase; keep inventory control of part and supplies; utilizing the Enterprise Resource Planning system (ERPLx) shop orders, labor hours, and other production-related functions; Maintains firm and impartial and constant discipline of assigned workers; implements the individual components of the Industry Employment Program (IEP), training and motivating inmates in personal development through their participation in the program; perform other duties as required that are related to the classification.

PER POST AND BID REQUIREMENTS (CALPIA EMPLOYEES ONLY): Eligible employees at this institution must submit a Reassignment/Transfer Request form to the contact person listed by the final filing date. Eligible employees who submitted a Re-assignment/Transfer Request form during the open enrollment period may be considered.

REQUISITE SKILLS AND ABILITIES: Knowledge and ability to train and supervise inmates in the manufacturing of mattress and bedding products in a correctional environment.

Persons appointed to positions in this class must be reasonably able to maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates. Assignments during tour of duty may include sole responsibility for the supervision of inmates and/or the protection of personal and real property. Persons appointed to positions in this class are required to wear a personal alarm and must carry a whistle at all times while on the worksite.

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

DATE POSTED: 05/11/2018

INDUSTRIAL SUPERVISOR, PRISON INDUSTRIES (OPTICAL PRODUCTS)

Position is subject to reasonable suspicion drug testing pursuant to 2 CCR § 599.960

JOB CONTROL #: JC- 128659

FINAL FILING DATE: UNTIL FILLED

POSITION #: 075-270-7150-005

TENURE / TIME BASE: PERMANENT / FULL TIME

SALARY: \$4481 - \$5667

WORK SHIFT (DAYS AND HOURS): MONDAY – FRIDAY, 0630 - 1430

LOCATION: CALIFORNIA STATE PRISON – SOLANO, OPTICAL PRODUCTS, 2100 PEABODY ROAD, VACAVILLE, CA 95696

DESCRIPTION OF DUTIES: ***Prior to applying for any Industrial Supervisor, Prison Industries (Optical Products) vacancy, you must first attain list eligibility by taking the Training & Experience Assessment exam via the Internet at <https://calpia.hodesiq.com/BulletinSearch.aspx>, click Complete Self-Assessment***

- Supervises and coordinates the activities of inmates in the manufacture of prescription eyewear and four staff in customer service/shipping/billing. Assigns duties, schedules labor, material and equipment use based on demonstrated need.
- Supervises the installation, operation, maintenance, and repair of all optical equipment; coordinates inventory replenishment.
- Maintains order and supervises the conduct of inmate work crews; maintains security within the work area; conducts regular safety meetings and enforces safety rules in the operation of the industrial equipment; assists in custodial searches, pat downs, and inmate counts.
- Implements the individual components of the Industry Employment Program (IEP). Trains and motivates inmates in personal development through their participation in the program.
- Maintains production reports in computer networks, reports production status to Superintendent II, performs regular quality control inspections on finished products and establishes production standards; makes recommendations to increase productivity. Completes required IST/OJT classes.

REQUISITE SKILLS AND ABILITIES: Experience in an industrial optical enterprise with supervision experience; must possess the ability to work with persons confined in a correctional setting. Have the ability to exercise initiative, good leadership and organizational skills; good attendance, punctuality, and attention to detail are a must.

Persons appointed to positions in this class must be reasonably able to maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates. Assignments during tour of duty may include sole responsibility for the supervision of inmates and/or the protection of personal and real property. Persons appointed to positions in this class are required to wear a personal alarm and must carry a whistle at all times while on the worksite.

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

DATE POSTED: 09/27/2018

INDUSTRIAL WAREHOUSE AND DISTRIBUTION SPECIALIST, PRISON INDUSTRY

Position is subject to reasonable suspicion drug testing pursuant to 2 CCR § 599.960

JOB CONTROL #: JC-130075

FINAL FILING DATE: UNTIL FILLED

POSITION #: 081-410-7231-001

TENURE / TIME BASE: PERMANENT / FULL TIME

SALARY: \$3858 - \$4867

WORK SHIFT (DAYS AND HOURS): MONDAY – FRIDAY, 0730 - 1530

LOCATION: CALIFORNIA INSTITUTION FOR MEN, WAREHOUSE, 14901 CENTRAL AVENUE, CHINO, CA 91710

DESCRIPTION OF DUTIES: ***Prior to applying for any Industrial Warehouse and Distribution Specialist, Prison Industries vacancy, you must first attain list eligibility by taking the Training & Experience Assessment exam via the Internet at <https://calpia.hodesiq.com/BulletinSearch.aspx>, click Complete Self-Assessment***

Ensures policies and procedures are followed in the receiving and verifying of incoming shipments of products and supplies. Ensures that freight and raw materials are accurately counted, verified and received into PIAS ERPLX system in a timely manner. Supervises the storage, loading, unloading, shipping and redistribution of all raw materials and finished goods shipments. Maintains an ongoing inventory of raw materials and finished good/component parts stored in the warehouse using the ERPLX computer system for inventory control. Ensures the completion of a daily cycle count of all raw materials and finished goods as required by ERPLX procedure; recommends changes to or establishes policies and procedures to ensure cycle count accuracy greater than 95%. Supervises inmates during the loading and unloading of PIA vehicles to prevent bodily injury or potential escape from custody.

Produces freight bills, verifies incoming freight bills and ensures all are correct; ensures hazardous materials freight bills are in compliance with all written transportation guidelines and are handled within these directives; ensures all perishable products are handled within Food And Drug Administration guidelines.

Conducts regular safety meetings, compliance inspections; prepares reports for review by the Prison Industries Administrator; assists in custodial searches, shakedown of inmate work areas, and inmate counts.

Assists in maintaining warehouse records. Estimates possible future demands of various supplies based on past needs. Physically inventories all stock in the Warehouse and is an active participant in year-end physical inventory. Makes local deliveries of raw materials and or supplies to surrounding Institutions, California Institution for Woman (CIW) and the California Rehabilitation Center (CRC) via Box Truck or other State Vehicle.

Maintains complete inventory and quality control. Prepares required inmate documentation (time sheets) as required by the Inmate Work Incentive Program directives (CDC-101, CDC-128, CDC-115, CDC-191, and CDC-1697 forms). Maintains all applicable inmate documentation of work skills and evaluations as required by PIA Industry Employment Program (IEP) and prepares monthly lost hours reports.

REQUISITE SKILLS AND ABILITIES: Ability to analyze situations accurately and take appropriate action. Knowledge of California Department of Corrections/California Prison Industry Authority laws, rules, policies, procedures, and regulations. In accordance with the class specification, all incumbents must have the requisite skill and ability to manage and supervise an industrial warehouse/enterprise and possess the knowledge of warehousing and distribution methods and practices, including cycle counting, materials, machinery, processes, tools and equipment used in warehouse operations. Knowledge of production scheduling and control, quality standards and control, safety practices and orders, and production techniques. Incumbent must be able to analyze situations accurately and take effective action, keep records, and prepare reports for successful job performance. Preferred that applicant possess an active Class B license.

Persons appointed to positions in this class must be reasonably able to maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates. Assignments during tour of duty may include sole responsibility for the supervision of inmates and/or the protection of personal and real property. Persons appointed to positions in this class are required to wear a personal alarm and must carry a whistle at all times while on the worksite.

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

DATE POSTED: 10/09/2018

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LEAD CUSTODIAN (CORRECTIONAL FACILITY)

JOB CONTROL #: VARIOUS

FINAL FILING DATE: VARIOUS

POSITION #: XXX-760-2005-XXX

TENURE / TIME BASE: PERMANENT / FULL TIME

SALARY: \$2622 - \$3283 - POSITIONS MAY RECEIVE A \$190.00 PER MONTH INSTITUTIONAL WORKER SUPERVISION PAY (IWSP) DIFFERENTIAL

WORK SHIFT (DAYS AND HOURS): WORK DAYS MAY VARY, WORK HOURS MAY VARY

LOCATION: CALIFORNIA PRISON INDUSTRY AUTHORITY, HEALTHCARE FACILITIES MAINTENANCE (HFM)
PLEASE SEE BELOW FOR LOCATION OF POSITIONS

DESCRIPTION OF DUTIES: ***Prior to applying for any Lead Custodian (CF) vacancy, you must first attain list eligibility by taking the Training & Experience Assessment exam via the Internet at <https://www.calpia.ca.gov/calpia/assets/File/hr/exams/2018/8PICU02.pdf>, click Complete Self-Assessment***

Under the supervision of the Custodian Supervisor II, CF (Healthcare Facilities Maintenance), the incumbent leads and performs the required janitorial services in keeping an assigned office, building, or area clean and orderly; to maintain order and supervise the conduct of inmates, civil service custodian's to protect and maintain the safety of persons and property, may instruct, lead, or supervise inmates and civil service custodian's and other related work. Employees having regular, direct responsibility for work supervision, on-the-job training, and work performance evaluation of at least two inmate workers who substantially replace civil service employees for a total of at least 120 hours per pay period. This pay differential may also apply to employees having direct supervisory responsibility over incumbents who meet the conditions stated above. Employees must have valid, approved medical clearance. The Lead Custodian will perform janitorial duties involved in keeping an assigned office, building, or area clean and orderly; may instruct, lead, or supervise offender workers in the janitorial duties assigned. Assists in the planning of daily operations, scheduling labor, providing training, evaluating and counseling to inmate workers and Civil Servant Custodians. Utilizes the Industry Employment Program, supervises the conduct of offender worker and civil service workers in the janitorial program. Maintains tool and key control per the department and institutional procedures; Maintains accurate inmate counts; Controls the use and storage of hazardous materials; Enforces the guidelines of the Health and Safety Program and ensures work meets guidelines to include State Health Department in Title 22, 15, 8. Bio-hazard, hazardous waste, and toxic materials control program.

REQUISITE SKILLS AND ABILITIES: Ability to analyze situations accurately and take action, Knowledge of Title 8, 15, and 22 requirements in reference to janitorial service. Knowledge of CDCR/CALPIA Laws, rules, procedures and regulations. In accordance with the classification, all incumbents must have the requisite skill and ability to supervise offenders in a janitorial operation. Possess the knowledge of methods; materials, tools and equipment used in janitorial operation, ability to develop project plans, keep records and work under budgetary constraints for successful job performance.

Persons appointed to positions in this class must be reasonably able to maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates. Assignments during tour of duty may include sole responsibility for the supervision of inmates and/or the protection of personal and real property. Persons appointed to positions in this class are required to wear a personal alarm and must carry a whistle at all times while on the worksite.

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

LEAD CUSTODIAN (CORRECTIONAL FACILITY) PERMANENT / FULL TIME (Continued)

WASCO STATE PRISON, 701 SCOFIELD AVENUE, WASCO, CA 93280

POSITION#: 179-760-2005-001 DATE POSTED: 03/05/2019 (JC-122417) **FINAL FILING DATE: UNTIL FILLED**

FOLSOM STATE PRISON, , 300 PRISON ROAD, REPRESA, CA 95671

POSITION #: 287-760-2005-001- DATE POSTED: 02/4/19 (JC-143954) - **FINAL FILING DATE: UNTIL FILLED**

CENTRAL CALIFORNIA WOMEN'S FACILITY, 23370 ROAD 22, CHOWCHILLA, CA 93610

POSITION #: 383-760-2005-001- DATE POSTED: 02/4/19 (JC-144301) - **FINAL FILING DATE: UNTIL FILLED**

SALINAS VALLEY STATE PRISON, 31625 HIGHWAY 101, SOLEDAD, CA 93960

POSITION #: 968-760-2005-001- DATE POSTED: 09/14/18 (JC-122722) - **FINAL FILING DATE: UNTIL FILLED**

LEAD CUSTODIAN (CORRECTIONAL FACILITY)

JOB CONTROL #: JC- VARIOUS

FINAL FILING DATE: VARIOUS

POSITION #: XXX-760-2005-XXX

TENURE / TIME BASE: LIMITED TERM (12 MONTHS) / FULL TIME - POSITION MAY BE EXTENDED UP TO 24 MONTHS AND MAY BECOME PERMANENT AT A LATER DATE

SALARY: \$2622 - \$2283 POSITIONS MAY RECEIVE A \$190.00 PER MONTH INSTITUTIONAL WORKER SUPERVISION PAY (IWSP) DIFFERENTIAL

WORK SHIFT (DAYS AND HOURS): WORK DAYS MAY VARY, WORK HOURS MAY VARY

LOCATION: CALIFORNIA PRISON INDUSTRY AUTHORITY, HEALTHCARE FACILITIES MAINTENANCE (HFM)
PLEASE SEE BELOW FOR LOCATION OF POSITIONS

DESCRIPTION OF DUTIES: ***Prior to applying for any Lead Custodian (CF) vacancy, you must first attain list eligibility by taking the Training & Experience Assessment exam via the Internet at http://cphcs.hodesiq.com/bl_joblist.asp, click Complete Self-Assessment***

Under direction of the Prison Industries Superintendent II; Assists institutions in elevating HFM program to meet policies and procedures. Plans and helps in the organizing of trips for the audit/training team that will travel and review the overall operational performance of Healthcare Facilities Maintenance (HFM). Assists in training needs for field operations that may include working various shifts to cover vacancies. Assists in identifying Corrective Action Plans to meet HFM sanitation standards and complete assignments on the plans. Maintains records and prepares reports for field operations as well as Central Office. Stays up-to-date on current quality and production standards of sweeping, mopping, scrubbing, spotting, and waxing floors; emptying and cleaning waste receptacles; spotting walls; cleaning floors, cells, stairways, hallways, restrooms and offices. Ensures the proper handling and disposal of medical waste. Planning the daily operations and scheduling labor, facilitates training, counseling and conducts evaluations of the offender/inmate workers. Reviews Corrective Action Reports (CARS) and Preventative Action Reports (PARS) and Corrective Action Plans and tracks all issues occurring in multiple locations. Extensive travel, this position requires possession of a valid Class C California Driver's License and will be included in the Department of Motor Vehicles Employer Pull Notice (EPN) program.

REQUISITE SKILLS AND ABILITIES: Ability to analyze situations accurately and take action when appropriate. In accordance with the classification, incumbents must have the requisite skill and ability to oversee custodial operation. Computer literate with knowledge of Microsoft Office. Communication skills, ability to take initiative, leadership skills, problem-solving, time management and multi-task in a changing environment. Able to work with persons of all levels. Possess the knowledge of methods, materials, chemicals, disinfectants, and equipment used in janitorial industry operation; and safety practices in custodial duties; Ability to do extensive travel.

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

CALIFORNIA PRISON INDUSTRY AUTHORITY, 560 EAST NATOMA STREET, FOLSOM, CA 95630

POSITION #: 063-760-2005-007- DATE POSTED: 12/19/18 (JC-138246) - FINAL FILING DATE: UNTIL FILLED

SIERRA CONSERVATION CENTER, 5100 O'BYRNES FERRY ROAD, JAMESTOWN, CA 95327

POSITION #: 189-760-2005-001- DATE POSTED: 2/15/19 (JC-145796) - FINAL FILING DATE: UNTIL FILLED

MANAGEMENT SERVICES TECHNICIAN

JOB CONTROL #: JC-139515

FINAL FILING DATE: UNTIL FILLED

POSITION #: 063-041-5278-001

TENURE / TIME BASE: PERMANENT / FULL TIME

SALARY: \$2822 - \$3992

WORK SHIFT (DAYS AND HOURS): MONDAY – FRIDAY, 8:00AM – 5:00PM

LOCATION: CALIFORNIA PRISON INDUSTRY AUTHORITY, ACCOUNTING, 560 EAST NATOMA STREET, FOLSOM, CA 95630

DESCRIPTION OF DUTIES: Assist in the billing of service and food items shipped. Analyze and resolve unbilled quote issues to ensure accurate and timely billing. Maintain complex billing reports. Analyze a reconciliation report of items shipped versus items billed to identify any discrepancies or problems. Resolve billing and price discrepancies. Act as a liaison between central office and field staff. Review and analyze all CALPIA customer invoices printed by the billing desk. Pull credit card, special project, zero dollar and other direct billing invoices for special handling. Analyze and correct errors and process as needed. Research and resolve inquiries from the institutions and customers regarding billings corrections/adjustments. Process Billing/Credit requests (Form 12A Adjustment) for all billings (direct transfer and manual). Ensure that the request is appropriate prior to processing. Process Return Materials Authorizations (RMA's). Research and resolve inquiries from the institutions and customers regarding billing corrections/adjustments.

Process the payments of all credit card using a secured software program. Post all credit card settlements to the individual customer accounts. Analyze data and correspond with customers as necessary to resolve any discrepancies.

Direct responsibility of at least two offender clerks. Provide work supervision, on-the-job training and work performance evaluations. Maintain offender timecard system and submit timecards for payroll monthly.

REQUISITE SKILLS AND ABILITIES: Intermediate or higher skill level in MS Excel and other office suite program; Analytical skills; Communication skills (written and verbal); Time management and organizational skills; Interpersonal skills; Multi-task effectively; be able to work in a team environment; positive attitude.

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

DATE POSTED: 03/05/2019

PRISON INDUSTRIES SUPERINTENDENT II (FABRIC PRODUCTS)

Position is subject to reasonable suspicion drug testing pursuant to 2 CCR § 599.960

JOB CONTROL #: JC- 137692

FINAL FILING DATE: UNTIL FILLED

POSITION #: 405-150-7195-001

TENURE / TIME BASE: PERMANENT / FULL TIME

SALARY: \$5481 - \$6803 , POSITION MAY RECEIVE A \$2,400 ANNUAL RECRUITMENT AND RETENTION (R&R) BONUS

WORK SHIFT (DAYS AND HOURS): MONDAY – FRIDAY, 0700 - 1530

LOCATION: CENTINELA STATE PRISON, FABRIC PRODUCTS, 2302 BROWN ROAD, IMPERIAL, CA 92251

DESCRIPTION OF DUTIES: : ***Prior to applying for any Prison Industries Superintendent II (Fabric Products) vacancy, you must first attain list eligibility by taking the Training & Experience Assessment exam via the Internet at <https://calpia.hodesiq.com/BulletinSearch.aspx>, click Complete Self-Assessment***

Plans, schedules, and organize labor, material, and equipment for production using the Enterprise Resource Planning system (EPRLx). Contact vendors for price quotes, prepare and submit paper to initiate procurement of needed materials, supplies, parts and equipment. Use ERPx to control product cost, inventories, and perform material analysis and maintain accurate Bills of Materials and Routings. Train staff and/or inmates on quality, production, and safe work practices including use of hazardous material, follow established quality procedures, monitor the budget; make recommendations on materials and equipment for an efficient operation. Coordinate the installation, operation, maintenance and repair of equipment. Provide guidance and supervision to increase production, improve quality and assist in developing new products. Evaluate staff and/or inmates work performance and recommend pay raises. Prepare and submit necessary paperwork to report illness/injuries including accident investigations. Review and finalize Inmate Worker Training Incentive Plan (IWTIP) time cards, inmate pay raises and disciplinary and mandatory reports. Prevent escapes, contraband, and destruction of real property and maintain security of work areas and materials. Conduct staff meeting, production meetings, and safety meetings on a regular basis. Implement, participate, and support Industry Employability Program.

REQUISITE SKILLS AND ABILITIES: Basic computer and communication skills are necessary as well as good management and people skills. Good attendance record, willingness to work in a fast-paced environment is required.

- Good Leadership Skills,
- Knowledge of Budget Preparation, and
- Effective Communication Skills (Oral and Written)

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

DATE POSTED: 12/12/2018

PRISON INDUSTRIES SUPERINTENDENT II (MAINTENANCE AND REPAIR)

Position is subject to reasonable suspicion drug testing pursuant to 2 CCR § 599.960

JOB CONTROL #: JC-140302

FINAL FILING DATE: UNTIL FILLED

POSITION #: 081-450-7154-001

TENURE / TIME BASE: LIMITED TERM (12 MONTHS) / FULL TIME - POSITION MAY BE EXTENDED UP TO 24 MONTHS AND MAY BECOME PERMANENT AT A LATER DATE

SALARY: \$5481 - \$6803

WORK SHIFT (DAYS AND HOURS): MONDAY – FRIDAY, 0730 - 1530

LOCATION: CALIFORNIA INSTITUTION FOR MEN, MAINTENANCE & REPAIR, 14901 CENTRAL AVENUE, CHINO, CA 91710

DESCRIPTION OF DUTIES: ***Prior to applying for any Prison Industries Superintendent II (Maintenance and Repair) vacancy, you must first attain list eligibility by taking the Training & Experience Assessment exam via the Internet at <https://calpia.hodesiq.com/BulletinSearch.aspx>, click Complete Self-Assessment***

Under the direction of the Prison Industries Administrator/Lead Manager, supervises one Industrial Supervisor (Maintenance and Repair) and three Building Maintenance Workers one each at California Institution for Men, California Institution for Women, and California Rehabilitation Center. Ensures team is continuously updated on current quality and production standards. Continuously inspects custodial and maintenance progress and make status reports on scheduling basis. Responsible for supervision of personnel activities of several projects simultaneously. Responsible for carrying out, interpreting, and enforcing project specifications and terms in accordance with agency policies and contractual agreements. Inspects agency facilities to document deficiencies or assess the desirability of alterations or improvements, and provide input on agency management in the development of that agency's (CALPIA and CDCR) priority for capital expenditures for renovation and improvements. Supervises the installation, adjustment, maintenance, and upgrading of industrial manufacturing and processing equipment. Serves as the CALPIA Local Health and Safety Coordinator.

REQUISITE SKILLS AND ABILITIES: Maintain knowledge of methods, practices, chemicals, and equipment used in the maintenance and repair of buildings and machinery. Persons appointed to this position must be reasonably expected to have and maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encounter on the job, without compromising their health and well-being or that of their fellow employees or inmates. Assignments during tour of duty may include sole responsibility for the supervision of inmates and the protection of property. Knowledge of CALPIA and CDCR Laws, rules, procedures, and regulations. In accordance with the classification, all incumbents must have the requisite skill and ability to supervise offenders in a janitorial operation. Possession of a valid class C California Drivers' License and will be included in the Department of Motor Vehicles Employer Pull Notice (EPN) program.

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

DATE POSTED: 01/07/2019

PRISON INDUSTRIES SUPERINTENDENT II (MAINTENANCE AND REPAIR)

Position is subject to reasonable suspicion drug testing pursuant to 2 CCR § 599.960

JOB CONTROL #: JC-134090

FINAL FILING DATE: UNTIL FILLED

POSITION #: 104-450-7154-001

TENURE / TIME BASE: PERMANENT / FULL TIME

SALARY: \$5481 - \$6803

WORK SHIFT (DAYS AND HOURS): MONDAY – THURSDAY, 0615 - 1615

LOCATION: CORRECTIONAL TRAINING FACILITY, MAINTENANCE & REPAIR, HIGHWAY 101 NORTH, SOLEDAD, CA 93960

DESCRIPTION OF DUTIES: ***Prior to applying for any Prison Industries Superintendent II (Maintenance and Repair) vacancy, you must first attain list eligibility by taking the Training & Experience Assessment exam via the Internet at <https://calpia.hodesiq.com/BulletinSearch.aspx>, click Complete Self-Assessment***

Under the direction of the Prison Industries Manager, and indirectly, the Prison Industries Administrator, supervises an Industrial Supervisor, Maintenance & Repair, at the Correctional Training Facility (CTF). Ensures the Maintenance Department team is continuously updated on current quality, production and safety standards. Continuously inspects maintenance progress and evaluates the Industrial Supervisors' performance. Responsible for supervision of personnel activities of several projects simultaneously. Responsible for carrying out, interpreting, and enforcing project specifications and terms in accordance with agency policies and contractual agreements. Inspects agency facilities to document deficiencies and/or assesses the desirability of alterations or improvements, then, provides input to agency management in the development of that agency's (CALPIA and CDCR) priority for capital expenditures for renovation and improvements. Supervises the installation, adjustment, maintenance, and upgrading of industrial manufacturing and processing equipment. Serves as the CALPIA Local Health and Safety Coordinator; keeping in compliance with Cal-OSHA requirements and standards. Conducts staff safety meetings on a monthly basis.

REQUISITE SKILLS AND ABILITIES: Maintain knowledge of methods, practices, chemicals, and equipment used in the maintenance and repair of buildings and machinery. Persons appointed to this position must be reasonably expected to have and maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job, without compromising their health and well-being, or that of their fellow employees or inmates. Assignments during tour of duty may include sole responsibility for the supervision of inmates and the protection of property. Knowledge of CDCR and CALPIA laws, regulations, rules and procedures. In accordance with the classification, all incumbents must have the requisite skill and ability to maintain and repair machines and equipment used by CALPIA Factories and Healthcare Facilities Maintenance janitorial services at Correctional Training Facility and Salinas Valley State Prison.

Persons appointed to positions in this class must be reasonably able to maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates. Assignments during tour of duty may include sole responsibility for the supervision of inmates and/or the protection of personal and real property. Persons appointed to positions in this class are required to wear a personal alarm and must carry a whistle at all times while on the worksite.

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

DATE POSTED: 11/15/2018

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STAFF SERVICES ANALYST (GENERAL)

JOB CONTROL #: JC-149193

FINAL FILING DATE: MARCH 25, 2019

POSITION #: 063-046-5157/5393/808

TENURE / TIME BASE: LIMITED TERM (12 MONTHS) / FULL TIME - POSITION MAY BE EXTENDED UP TO 24 MONTHS AND MAY BECOME PERMANENT AT A LATER DATE

SALARY: \$3186 - \$5334

WORK SHIFT (DAYS AND HOURS): MONDAY – FRIDAY, 8:AM – 5:00PM

LOCATION:CALIFORNIA PRISON INDUSTRY AUTHORITY,BUDGETS, 560 EAST NATOMA STREET, FOLSOM, CA 95630

DESCRIPTION OF DUTIES: California Prison Industry Authority (CALPIA) is currently recruiting for a Staff Services Analyst/Associate Governmental Program Analyst to work in an atypical state environment responsible for the manufacturing of goods and services for sale to state agencies. CALPIA, as a small state agency, offers a fun and interesting place to work at an easily accessible location with free parking. Under the direct supervision of the Budget Bureau Chief, the incumbent is responsible for coordination, preparation, and analysis of the CALPIA industry and administrative budgets and other related fiscal items. As a self-funded (Non-General Fund) agency, the CALPIA budgeting function involves development and maintenance of manufacturing, service, and agricultural enterprise budgets; determination of enterprise and product feasibility and breakeven points, estimating inventories, labor requirements, and capital acquisition needs; evaluating revenue/production forecasts; and participating in special reviews at the request of CALPIA management. This position requires strong financial analysis, incorporation of complex math concepts, writing, and computer skills (Excel/Access/ERPLx).

REQUISITE SKILLS AND ABILITIES: Knowledge of state and non-state budgetary basics; Strong math and computer skills with knowledge of various software programs (i.e., Word, Excel); Strong analytical skills; Ability to perform multiple tasks and set priorities appropriately; Works well in a team environment as a team player); Self-starter and applies principles of completed staff work consistently; Creative thinker; Excellent writing and verbal skills; Flexible; Ability to translate direction into action; Quick learner with good math skills willing to try something challenging and new.

REQUIRED APPLICATION DOCUMENTS: Degree and/or School Transcripts

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

The Statement of Qualifications (SOQ) response should be no more than one page in length, single space, 12-point font size, and use a standard letter-sized paper format with 1" margins. Please answer the following questions:

1. Describe how your education, training, experience, and skills meet the responsibilities listed on the duty statement.
2. This job requires data analysis, interpretation, and application of the data to estimate the impact of various policies and program changes. What is your experience history prepares you for this type of work? Please include your experience with the Microsoft Office Suite and any other technology, as well as your level of expertise using those tools.

DATE POSTED: 03/15/2019

SKILLED LABORER

Position is subject to reasonable suspicion drug testing pursuant to 2 CCR § 599.960

JOB CONTROL #: JC-124580

FINAL FILING DATE: UNTIL FILLED

POSITION #: 081-390-6212-003

TENURE / TIME BASE: PERMANENT / FULL TIME

SALARY: \$3485 - \$4002

WORK SHIFT (DAYS AND HOURS): MONDAY – FRIDAY, 0730 - 1600

LOCATION: CALIFORNIA INSTITUTION FOR MEN, ON-TIME DELIVERY SOUTH, 14901 CENTRAL AVENUE, CHINO, CA 91710

DESCRIPTION OF DUTIES: Schedules and provides miscellaneous labor and repair to CALPIA Furniture products, at various customer site locations throughout the state, which may include overnight travel. Includes labor and repair to office furniture (desks, chairs, bookcases) and modular office systems. Provides repair at the site, if it is determined the labor and/or repair cannot be accomplished on site, arrangements will be made to return item to the appropriate repair location. If repair is completed on site, ensures repair is complete and clean-up is performed. Attends major projects, coordinated deliveries, or modular office system deliveries to ensure quality products are received and installed according to design. Provides oversight and inspections including punch walks with customer to ensure delivery acceptance and completion. Provides onsite feedback to manufacturing factories and On-Time Delivery management to support quality products. Receives processes tracks and maintains the Repair Material Authority (RMA's) in coordination with On-Time Delivery-South's program for similar repairs. This includes providing customer service taking telephone requests and determining if repairs are appropriate per CALPIA's warranty. Maintain appropriate work tools and equipment for repairs, to site location; works from plans and specifications; select and uses proper tools; carries out oral and written directions.

REQUISITE SKILLS AND ABILITIES: Persons appointed to positions in this class must be reasonably expected to have and maintain sufficient strength, agility and endurance to perform during physically, mentally and emotionally stressful situations encountered on the job. Climbing up and down equipment; pulling and exerting force in repair of equipment, lifting weight up to 100 lbs.; and/or in the protection of personal and real property without compromising their health and well-being or that of their fellow employees, or that of inmates. Assignments during tour of duty may include sole responsibility for the supervision of inmates and/or the protection of personal and State property.

Persons appointed to positions in this class must be reasonably able to maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates. Assignments during tour of duty may include sole responsibility for the supervision of inmates and/or the protection of personal and real property. Persons appointed to positions in this class are required to wear a personal alarm and must carry a whistle at all times while on the worksite.

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

DATE POSTED: 08/28/2018

STUDENT ASSISTANT

JOB CONTROL #: N/A

FINAL FILING DATE: UNTIL FILLED

POSITION #: 063-041- HORNET-XXX

TENURE / TIME BASE: TEMPORARY / INTERMITTENT

SALARY: \$12.00 – 16.00 PER HOUR

WORK SHIFT (DAYS AND HOURS): MONDAY – FRIDAY, HOURS VARY WITH SCHOOL SCHEDULE

LOCATION: CALIFORNIA PRISON INDUSTRY AUTHORITY, ACCOUNTING, ACCOUNTS PAYABLE, 560 EAST NATOMA STREET, FOLSOM, CA 95630

DESCRIPTION OF DUTIES: Under the direct supervision of the accounting unit supervisor, perform a variety of tasks in the Accounting Office. The Student Assistant will use the automated system (ERPLx) for reporting and research; create, maintain, and update spreadsheets and analyze financial data.

Duties will include:

- Provide direct support for the Accounting Office in the forms of analysis, data entry, and clerical work.
- Develop update, maintain, and reconcile spreadsheets while maintaining accuracy, research and analyze variances, perform duties using Microsoft Office and other software products. Develop reports and queries using ERPLx, Spreadsheet Server, and other reporting tools.
- Analyze and/or reconcile financial information such as; general ledger data, CALPIA's contract/purchase orders, vendor invoices, item master file records, etc.
- Assist in writing procedures using guidelines established by the International Organization for Standardization (referred to as ISO).
- Communicate with co-workers and management (verbal and written).

REQUISITE SKILLS AND ABILITIES: Students must be enrolled in a minimum of 6 semester or 9 quarter units, or a minimum of four-semester units or six quarter units for graduate students, from an eligible college or university.

- Currently enrolled in an Accounting curriculum or similar profession
- Intermediate or higher skill level in MS Excel and familiarity with database programs
- Excellent organizational and time management skills, detail oriented and able to meet deadlines

WHO MAY APPLY: Students participating in the CSUS University Enterprises, Inc. are eligible to apply. Applications will be screened and only the most qualified will be scheduled for interviews. Applications may be submitted through University Enterprises online at <http://www.enterprises.csus.edu/human-resources/ueijobs/> or interested individuals may submit a STD 678, Examination and/or Employment Application to: California Prison Industry Authority, Certification Unit, 560 East Natoma Street, Folsom, CA 95630.

HOW TO APPLY: Applications may be submitted through University Enterprises, Inc. online at <http://www.enterprises.csus.edu/human-resources/ueijobs>

DATE POSTED: 01/16/2019

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STUDENT ASSISTANT

JOB CONTROL #: N/A

FINAL FILING DATE: UNTIL FILLED

POSITION #: 063-059- HORNET-XXX

TENURE / TIME BASE: TEMPORARY / INTERMITTENT

SALARY: \$12.00 – 16.00 PER HOUR

WORK SHIFT (DAYS AND HOURS): MONDAY – FRIDAY, HOURS VARY WITH SCHOOL SCHEDULE

LOCATION: CALIFORNIA PRISON INDUSTRY AUTHORITY, ERP RESOURCE UNIT (ERU) , 560 EAST NATOMA STREET, FOLSOM, CA 95630

DESCRIPTION OF DUTIES: Under the supervision of the CEA, the incumbent provides documentation, training, and support to the ERU. Assists with the CALPIA ERP Helpdesk. Provides customer service support to all of CALPIA ERP end-users by handling all ERP phone calls and Helpdesk support tickets. Assists with performing first-level diagnosis and troubleshooting support for end-users. Receives calls and inquiries, provides support and responses in accordance with CALPIA processes, and documents incidents and remedies, and performs the necessary work to resolve the ERP issues and requests from CALPIA staff. Revise reports, analyze data, identify trends, and make recommendations in regard to ERP. Assist with analysis of existing practices and processes; recommends process improvements, assists with streamlining and automating business processes through the use of ERP. Learn an ERP Software application and assist with training staff to use the software. This will include program module interaction, program commands, data requirements, and business processes. Assists will users in troubleshooting and correcting errors and provide information on how to avoid future issues

REQUISITE SKILLS AND ABILITIES: Must be enrolled in 6 semester or 9 quarter (4 semesters or 6 quarter graduate) units from an accredited college or university. Knowledge of Microsoft Office computer programs is required. Must be able to work in a team environment. Persons appointed to this position are expected to have good interpersonal skills with all levels of staff, be able to multi-task while maintaining efficiencies and accuracy. Persons appointed to this position are expected to: write clearly and succinctly with excellent editing skills; utilize observational acuity to discern and promote process improvement opportunities; practice professionalism in working with staff at all organizational levels; possess dependable and punctual work habits.

WHO MAY APPLY: Students participating in the CSUS University Enterprises, Inc. are eligible to apply. Applications will be screened and only the most qualified will be scheduled for interviews. Applications may be submitted through University Enterprises online at <http://www.enterprises.csus.edu/human-resources/ueijobs/> or interested individuals may submit a STD 678, Examination and/or Employment Application to: California Prison Industry Authority, Certification Unit, 560 East Natoma Street, Folsom, CA 95630.

HOW TO APPLY: Applications may be submitted through University Enterprises, Inc. online at <http://www.enterprises.csus.edu/human-resources/ueijobs>

DATE POSTED: 01/16/2019

STUDENT ASSISTANT

JOB CONTROL #: N/A

FINAL FILING DATE: UNTIL FILLED

POSITION #: 063-059- HORNET-XX2

TENURE / TIME BASE: TEMPORARY / INTERMITTENT

SALARY: \$12.00 – 16.00 PER HOUR

WORK SHIFT (DAYS AND HOURS): MONDAY – FRIDAY, HOURS VARY WITH SCHOOL SCHEDULE

LOCATION: CALIFORNIA PRISON INDUSTRY AUTHORITY, ERP RESOURCE UNIT (ERU) , 560 EAST NATOMA STREET, FOLSOM, CA 95630

DESCRIPTION OF DUTIES: Under the supervision of the CEA, the incumbent provides documentation, training, and support to the ERU. Assists with the CALPIA ERP Helpdesk. Provides customer service support to all of CALPIA ERP end-users by handling all ERP phone calls and Helpdesk support tickets. Assists with performing first-level diagnosis and troubleshooting support for end-users. Receives calls and inquiries, provides support and responses in accordance with CALPIA processes, and documents incidents and remedies, and performs the necessary work to resolve the ERP issues and requests from CALPIA staff. Revise reports, analyze data, identify trends, and make recommendations in regard to ERP. Assist with analysis of existing practices and processes; recommends process improvements, assists with streamlining and automating business processes through the use of ERP. Learn an ERP Software application and assist with training staff to use the software. This will include program module interaction, program commands, data requirements, and business processes. Assists will users in troubleshooting and correcting errors and provide information on how to avoid future issues

REQUISITE SKILLS AND ABILITIES: Must be enrolled in 6 semester or 9 quarter (4 semesters or 6 quarter graduate) units from an accredited college or university. Knowledge of Microsoft Office computer programs is required. Must be able to work in a team environment. Persons appointed to this position are expected to have good interpersonal skills with all levels of staff, be able to multi-task while maintaining efficiencies and accuracy. Persons appointed to this position are expected to: write clearly and succinctly with excellent editing skills; utilize observational acuity to discern and promote process improvement opportunities; practice professionalism in working with staff at all organizational levels; possess dependable and punctual work habits.

WHO MAY APPLY: Students participating in the CSUS University Enterprises, Inc. are eligible to apply. Applications will be screened and only the most qualified will be scheduled for interviews. Applications may be submitted through University Enterprises online at <http://www.enterprises.csus.edu/human-resources/ueijobs/> or interested individuals may submit a STD 678, Examination and/or Employment Application to: California Prison Industry Authority, Certification Unit, 560 East Natoma Street, Folsom, CA 95630.

HOW TO APPLY: Applications may be submitted through University Enterprises, Inc. online at <http://www.enterprises.csus.edu/human-resources/ueijobs>

DATE POSTED: 03/04/2019

TRAINING OFFICER I / ASSOCIATE GOVERNMENTAL PROGRAM ANALYST

JOB CONTROL #: JC-130862

FINAL FILING DATE: UNTIL FILLED

POSITION #: 096-072-5197/5393-003

TENURE / TIME BASE: LIMITED TERM (12 MONTHS) / FULL TIME - POSITION MAY BE EXTENDED UP TO 24 MONTHS AND MAY BECOME PERMANENT AT A LATER DATE

SALARY: \$4975 - \$6228

WORK SHIFT (DAYS AND HOURS): MONDAY – FRIDAY, 8:00AM – 5:00PM

LOCATION: CALIFORNIA STATE PRISON -SAN QUENTIN, CAREER TECHNICAL EDUCATION, SAN QUENTIN, CA 94964

DESCRIPTION OF DUTIES: Under the direction of the Prison Industries Manager, the incumbent provides training and supervision for up to twenty offender workers in the use of computer software for a technology-based Career Technical Education (CTE) program.

Train and assist offender workers in testing and assessing their work to ensure successful completion. Ensure training meets industry standards. Prepare various reports as requested.

Responsible for the design and development of new product/program curriculum; update and maintain existing product/program curriculum. Perform a variety of complex technical analytical assignments and responsibilities.

Develop and maintain performance measures associated with the technology-based CTE program. Provide training for offenders in the design techniques using third-party libraries.

Supervise conduct and maintain order of offender workers; prepare offender worker performance evaluations and time cards; take disciplinary action; prevent escapes and injuries; search offenders and inspect work areas for contraband; maintain security and safety of work area and materials.

REQUISITE SKILLS AND ABILITIES: Must be: experienced in Microsoft Office programs; have professional experience with Autodesk™ platforms; able to multi-task; flexible; self-motivated; ability to set goals and work within timeframes. Must possess excellent attendance, organizational skills, good oral and written communication skills.

Persons appointed to positions in this class must be reasonably expected to have and maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental and emotional) situations encountered on the job, without compromising their health and well-being or that of their fellow employees or offenders. Assignments during tour of duty may include sole responsibility for the supervision of offenders and/or the protection of personal property.

REQUIRED APPLICATION DOCUMENTS: Degree and/or School Transcripts

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

DATE POSTED: 10/17/2018

TRAINING OFFICER I / ASSOCIATE GOVERNMENTAL PROGRAM ANALYST

Position is subject to reasonable suspicion drug testing pursuant to 2 CCR § 599.960

JOB CONTROL #: JC-139996

FINAL FILING DATE: UNTIL FILLED

POSITION #: 096-073-5197/5393-001

TENURE / TIME BASE: PERMANENT / FULL TIME

SALARY: \$4975 - \$6228

WORK SHIFT (DAYS AND HOURS): MONDAY – THURSDAY, 7:00AM – 5:00PM

LOCATION: CALIFORNIA STATE PRISON - SAN QUENTIN, CAREER TECHNICAL EDUCATION, SAN QUENTIN, CA 94964

DESCRIPTION OF DUTIES: Under the direction of the Prison Industries Manager, the incumbent provides training and supervision for up to forty offender workers in the use of computer software for a technology-based Career Technical Education (CTE) program.

Train and assist offender workers in testing and assessing their work to ensure successful completion. Ensure training meets industry standards. Prepare various reports as requested.

Responsible for the design and development of new product/program curriculum; update and maintain existing product/program curriculum. Perform a variety of complex technical analytical assignments and responsibilities. Develop and maintain performance measures associated with the technology-based CTE program. Provide training for offenders in the design techniques using third-party libraries.

Supervise conduct and maintain order of offender workers; prepare offender worker performance evaluations and time cards; take disciplinary action; prevent escapes and injuries; search offenders and inspect work areas for contraband; maintain security and safety of work area and materials.

REQUISITE SKILLS AND ABILITIES: Must be: experienced in Microsoft Office programs; able to multi-task; flexible; self-motivated; ability to set goals and work within timeframes. Must possess excellent attendance, organizational skills, good oral and written communication skills. Prefer professional experience with HTML, JavaScript, Python, etc. coding.

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach “surplus letters” to their applications. Applications will be screened and only the most qualified applicants will be selected for an interview.

REQUIRED APPLICATION DOCUMENTS: Degree and/or School Transcripts

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

DATE POSTED: 01/03/2019

TRAINING OFFICER I / ASSOCIATE GOVERNMENTAL PROGRAM ANALYST

JOB CONTROL #: JC-127656

FINAL FILING DATE: UNTIL FILLED

POSITION #: 393-072-5197/5393-001

TENURE / TIME BASE: LIMITED TERM (12 MONTHS) / FULL TIME - POSITION MAY BE EXTENDED UP TO 24 MONTHS AND MAY BECOME PERMANENT AT A LATER DATE

SALARY: \$4975 - \$6228

WORK SHIFT (DAYS AND HOURS): MONDAY – FRIDAY, 08:00AM – 05:00PM

LOCATION: PELICAN BAY STATE PRISON, CAREER TECHNICAL EDUCATION, 5905 LAKE EARL DRIVE, CRESCENT CITY, CA 95532

DESCRIPTION OF DUTIES: Under the direction of the Prison Industries Manager, the incumbent provides training and supervision for up to twenty offender workers in the use of computer software for a technology-based Career Technical Education (CTE) program.

Train and assist offender workers in testing and assessing their work to ensure successful completion. Ensure training meets industry standards. Prepare various reports as requested.

Responsible for the design and development of new product/program curriculum; update and maintain existing product/program curriculum. Perform a variety of complex technical analytical assignments and responsibilities. Develop and maintain performance measures associated with the technology-based CTE program. Provide training for offenders in the design techniques using third-party libraries.

Supervise conduct and maintain order of offender workers; prepare offender worker performance evaluations and time cards; take disciplinary action; prevent escapes and injuries; search offenders and inspect work areas for contraband; maintain security and safety of work area and materials.

REQUISITE SKILLS AND ABILITIES: Must be: experienced in Microsoft Office programs; have professional experience with Autodesk™ platforms; able to multi-task; flexible; self-motivated; ability to set goals and work within timeframes. Must possess excellent attendance, organizational skills, good oral and written communication skills.

Persons appointed to positions in this class must be reasonably expected to have and maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental and emotional) situations encountered on the job, without compromising their health and well-being or that of their fellow employees or offenders. Assignments during tour of duty may include sole responsibility for the supervision of offenders and/or the protection of personal property.

REQUIRED APPLICATION DOCUMENTS: Degree and/or School Transcripts

WHO MAY APPLY: Individuals who are currently in the classification, eligible for lateral transfer, eligible for reinstatement, eligible for a Training and Development assignment, have SROA and/or Surplus eligibility, or have list eligibility (or are in the process of obtaining list eligibility). SROA and Surplus candidates may attach "surplus letters" to their applications. Applicants from the Associate Governmental Program Analyst list are being considered. Applications will be screened and only the most qualified applicants will be selected for an interview.

HOW TO APPLY: Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.jobs.ca.gov. If you choose to not apply electronically, a hard copy application package may be submitted by mail to Prison Industry Authority, Attn: Human Resources, Certification Unit, 560 East Natoma Street, Folsom, CA 95630. **Please indicate the classification and position number in the 'EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING' section of your application, failure to provide this information may result in elimination from the hiring process.**

DATE POSTED: 09/19/2018

CALIFORNIA PRISON INDUSTRY AUTHORITY, EXAMINATION(S)

Applications are being accepted for the following examination(s). Examination bulletins for all current CALPIA examinations are available at www.calpia.ca.gov. Your State Application **must indicate** the "Exam Title" and "Exam Code" in order to be processed. **Applications without this information may be subject to rejection.** For questions regarding the following examination(s), please call (916) 358-2696.

TYPE OF EXAMINATION: OPEN

EXAM CODE

FINAL FILING DATE:

There are no OPEN examinations at this time.

TYPE OF EXAMINATION: PROMOTIONAL

EXAM CODE

FINAL FILING DATE:

There are no OPEN examinations at this time.

TYPE OF EXAMINATION: CEA

EXAM CODE

FINAL FILING DATE:

There are no OPEN examinations at this time.

The California Prison Industry Authority (CALPIA) is conducting **online** Training & Experience Assessments (examinations) for the following exams:

<u>TYPE OF EXAMINATION: OPEN ONLINE EXAM(S)</u>	<u>EXAM CODE</u>	<u>FINAL FILING DATE:</u>
Prison Industries Superintendent I (Agriculture)	6PIAG-01	Continuous
Prison Industries Superintendent II (Agriculture)	6PIAG-02	Continuous
Industrial Supervisor, Prison Industries (Bakery)	7PIBP-01	Continuous
Prison Industries Superintendent II (Bakery)	7PIBP-02	Continuous
Industrial Supervisor, Prison Industries (Bindery)	6PIBD-01	Continuous
Prison Industries Superintendent II (Bindery)	6PIBD-02	Continuous
Industrial Supervisor, Prison Industries (Coffee Roasting & Grinding)	6PICG-01	Continuous
Prison Industries Superintendent II (Coffee Roasting & Grinding)	6PICG-02	Continuous
Industrial Supervisor, Prison Industries (Crops Farm)	6PICR	Continuous
Industrial Supervisor, Prison Industries (Dairy)	6PIDA	Continuous
Industrial Supervisor, Prison Industries (Dental Laboratory)	7PIDL-01	Continuous
Prison Industries Superintendent II (Dental Laboratory)	7PIDL-02	Continuous
Industrial Supervisor, Prison Industries (Detergent Plant)	6PIDP-01	Continuous
Prison Industries Superintendent II (Detergent)	6PIDP-02	Continuous
Industrial Supervisor, Prison Industries (Digital Services)	7PIDS	Continuous
Industrial Supervisor, Prison Industries (Egg Production)	6PIEP01	Continuous
Prison Industries Superintendent I (Egg Production)	6PIEP02	Continuous
Prison Industries Superintendent II (Egg Production)	6PIEP03	Continuous
Industrial Supervisor, Prison Industries (Fabric Products)	6PIFP-01	Continuous
Prison Industries Superintendent I (Fabric Products)	6PIFP-02	Continuous
Prison Industries Superintendent II (Fabric Products)	6PIFP-03	Continuous
Industrial Supervisor, Prison Industries (Food & Beverage Packaging)	6PIFG-01	Continuous
Prison Industries Superintendent I (Food & Beverage Packaging)	6PIFG-02	Continuous
Prison Industries Superintendent II (Food & Beverage Packaging)	6PIFG-03	Continuous
Industrial Supervisor, Prison Industries (Knitting Mill)	6PIKM-01	Continuous
Prison Industries Superintendent II (Knitting Mill)	6PIKM-02	Continuous
Industrial Supervisor, Prison Industries (Laundry)	6PILD-01	Continuous
Prison Industries Superintendent I (Laundry)	6PILD-02	Continuous
Prison Industries Superintendent II (Laundry)	6PILD-03	Continuous

The California Prison Industry Authority (CALPIA) is conducting **online** Training & Experience Assessments (examinations) for the following exams:

<u>TYPE OF EXAMINATION: OPEN ONLINE EXAM(S)</u>	<u>EXAM CODE</u>	<u>FINAL FILING DATE:</u>
Industrial Supervisor, Prison Industries (Maintenance and Repair)	6PIMR-01	Continuous
Prison Industries Superintendent II (Maintenance and Repair)	6PIMR-02	Continuous
Industrial Supervisor, Prison Industries (Mattress & Bedding)	7PIMB-01	Continuous
Prison Industries Superintendent II (Mattress & Bedding)	7PIMB-02	Continuous
Industrial Supervisor, Prison Industries (Meat cutting/Processing)	7PIMP-01	Continuous
Prison Industries Superintendent I (Meat Plant Operations)	7PIMP-02	Continuous
Prison Industries Superintendent II (Meat Plant Operations)	7PIMP-03	Continuous
Industrial Supervisor, Prison Industries (Metal Fabrication)	6PIMF-01	Continuous
Prison Industries Superintendent I (Metal Products)	6PIMF-02	Continuous
Prison Industries Superintendent II (Metal Products)	6PIMF-03	Continuous
Industrial Supervisor, Prison Industries (Optical Products)	6PIPT-01	Continuous
Prison Industries Superintendent I (Optical Products)	6PIPT-02	Continuous
Prison Industries Superintendent II (Optical Products)	6PIPT-03	Continuous
Industrial Supervisor, Prison Industries (Poultry Processing)	7PIPP01	Continuous
Prison Industries Superintendent II (Poultry Processing)	7PIPP02	Continuous
Industrial Supervisor, Prison Industries (Printing)	6PIPNI-01	Continuous
Prison Industries Superintendent I (Printing)	6PIPNI-02	Continuous
Prison Industries Superintendent II (Printing)	6PIPNI-03	Continuous
Industrial Supervisor, Prison Industries (Sausage Making/Cured Meats)	7PISM	Continuous
Industrial Supervisor, Prison Industries (Shoe Manufacturing)	6PISM-01	Continuous
Prison Industries Superintendent II (Shoe Manufacturing)	6PISM-02	Continuous
Industrial Supervisor, Prison Industries (Tool and Die)	6PITD	Continuous
Industrial Supervisor, Prison Industries (Upholstery)	6PIUP	Continuous
Industrial Supervisor, Prison Industries (Wood Products)	6PIWP-01	Continuous
Prison Industries Superintendent I (Wood Products)	6PIWP-02	Continuous
Prison Industries Superintendent II (Wood Products)	6PIWP-03	Continuous

The California Prison Industry Authority (CALPIA) is conducting **online** Training & Experience Assessments (examinations) for the following exams:

<u>TYPE OF EXAMINATION: OPEN ONLINE EXAM(S)</u>	<u>EXAM CODE</u>	<u>FINAL FILING DATE:</u>
Construction Supervisor I (Correctional Facility)	7PICS-01	Continuous
Custodian (Correctional Facility)	8PICU-01	Continuous
Lead Custodian (Correctional Facility)	8PICU-02	Continuous
Custodian Supervisor II (Correctional Facility)	8PICU-03	Continuous
Custodian Supervisor III (Correctional Facility)	8PICU-04	Continuous
Equipment Maintenance Supervisor (Correctional Facility)	8PIMS	Continuous
Heavy Equipment Mechanic (Correctional Facility)	7PIEM	Continuous
Heavy Truck Driver (Correctional Facility)	8PITD	Continuous
Industrial Warehouse and Distribution Manager I, Prison Industries	7PIWD-03	Continuous
Industrial Warehouse and Distribution Manager II, Prison Industries	7PIWD-04	Continuous
Industrial Warehouse and Distribution Specialist, Prison Industries	7PIWD-01	Continuous
Industrial Warehouse and Distribution Supervisor, Prison Industries	7PIWD-02	Continuous
Prison Industries Administrator	7PIAD	Continuous
Prison Industries Manager (General)	7PIMG	Continuous
Product Engineering Technician, Prison Industries	7PIPE	Continuous
Products Management Specialist, Prison Industries	7PIPM	Continuous
Quality Control Technician, Prison Industries (Cleaning Products)	7PICP	Continuous
Sales Representative, Prison Industries	7PISR	Continuous
Skilled Laborer, Prison Industries	9PISL	Continuous

The Application and Training and Experience Assessments can be obtained via the internet by connecting to: [CALPIA Exam Bulletins](#)

Applicants should be prepared to respond to questions regarding their ability to meet minimum qualifications, provide contact information, and take the Training & Experience Assessment. It is recommended that you make copies of your exam results and when applying for a vacancy, attach a copy to your application. Once your assessment is completed please go to www.jobs.ca.gov to create your CALCAREERS profile and apply to any available vacancies. Please use "Prison Industry Authority" as your search term under departments.

CALIFORNIA DEPARTMENT OF CORRECTIONS AND REHABILITATION EXAMINATION(S)

The California Prison Industry Authority is participating in the examination(s) listed below which are administered by the California Department of Corrections and Rehabilitation. Examination bulletins for the examinations are available at www.cdcr.ca.gov. Applications must be postmarked by the final filing date indicated. All interested applicants, please mail your Standard State application (Form 678) to the address listed on the examination bulletin.

PLEASE DO NOT SEND YOUR APPLICATION(S) TO THE CALIFORNIA PRISON INDUSTRY AUTHORITY

TYPE OF EXAMINATION: PROMOTIONAL EXAM CODE FINAL FILING DATE:

There are no OPEN examinations at this time.

CALIFORNIA DEPARTMENT OF HUMAN RESOURCES (CALHR) EXAMINATIONS

As part of the CalHR Decentralized Selection Delegation Agreement, California Prison Industry (CALPIA) has access to all service-wide exams administered by CalHR. To view all available examination bulletins please visit the CalHR website at www.jobs.ca.gov. Some examinations are time sensitive and filing dates are provided. Interested applicants must follow the instructions provided on the examination bulletin.