



SUPPLEMENTAL APPLICATION EXAMINATION

**AIR POLLUTION SPECIALIST
AIR RESOURCES ENGINEER
QUESTIONNAIRE**

(Revised October 2011)

**IT IS EXTREMELY IMPORTANT THAT YOU COMPLETE YOUR
CANDIDATE INFORMATION BELOW.**

Applicant's Name (Last)			(First)			(M.I.)		
Social Security Number				Easy ID				
Home Phone #			Cell Phone #			Work Phone #		
E-Mail Address								

▶▶▶▶▶ DO NOT REMOVE THIS COVER SHEET FROM BOOKLET ◀◀◀◀◀

<p>If you were dismissed and do not have permission from the State Personnel Board to take this examination, STOP HERE!!</p> <p>RULE 211: Provides that a dismissed State employee may only participate in State civil service examinations if she/he has obtained prior consent from the State Personnel Board.</p>
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▶▶▶▶▶ DO NOT FOLD OR STAPLE THIS APPLICATION ◀◀◀◀◀

SUPPLEMENTAL APPLICATION EXAMINATION INFORMATION

The California Air Resources Board's (ARB) **Air Pollution Specialist and Air Resources Engineer** examinations are being given on an open continuous basis. Both examinations consist solely of a Self-Assessment Supplemental Application Examination.

This examination is designed to elicit a range of specific information regarding each candidate's knowledge, abilities, experience, education, training, and potential to effectively perform the duties relative to the classification(s). Candidates are responsible for reading all of the material provided prior to completing the examination. Competitors **MUST** complete the appropriate section(s) applicable to the examination(s) for which he/she is testing. **(NOTE: Failure to meet the entrance requirements and/or complete this examination accurately will result in elimination from this examination.)**

Competitors that misrepresent his/her knowledge, skills, and abilities or experience (i.e., subject to verification), will result in adverse consequences which could include the following:

- (1) removal from the exam process;
- (2) removal from the certification list;
- (3) loss of state employment; and/or,
- (4) loss of the right to compete in any future examinations.

Applications are accepted on a continuous basis and will be processed bi-monthly.

NEW ADMINISTRATION

December 21st
February 21st
April 21st
June 21st
August 21st
October 21st

CUT OFF DATES

February 20th
April 20th
June 20th
August 20th
October 20th
December 20th

In order to compete in the next administration of the examination(s), your completed examination **must be POSTMARKED no later than the 20th day** of the Cut off Date for the bi-monthly period. If received after the Cut off Date, it will be processed in the next administration. If the Cut off Date falls on a weekend and/or holiday, the next business day will be the new Cut off Date. The examination may be hand delivered or mailed to:

AIR RESOURCES BOARD
Examination Section
1001 "I" Street/P.O. Box 2815
20th Floor, Room 34
Sacramento, CA 95812
Attn: Martha Zarate

Important: Candidates are responsible for providing adequate postage.
FACSIMILES (FAXES) WILL NOT BE ACCEPTED UNDER ANY CIRCUMSTANCE!

If successful in the examination(s), your name will be placed on the eligibility list(s) for a period of 12 months. Names of all successful competitors are merged into the existing list in order of final scores, regardless of examination date. During this period, you may review job openings at <http://www.arb.ca.gov/personnel/jobs/examvac.htm#JobsARB> and be considered for employment opportunities with ARB.

If you have any questions regarding the Air Pollution Specialist or Air Resources Engineer examination, please contact Martha Zarate via email at mzarate@arb.ca.gov or call (916) 327-2954. To find out more about the ARB, connect to our Web Site at <http://www.arb.ca.gov>.

Thank you for your interest in the Air Resources Board and good luck!!

IMPORTANT INFORMATION FOR CANDIDATES

PLEASE ADHERE TO THE FOLLOWING:

- It is important to fill out the entire application in a clear and concise manner.
- **FOR EXAMPLE:** Proper Marks ■
- When responding to specific educational questions concerning “units” be sure that “quarter units” are converted to “semester units”.

FOR EXAMPLE:

One quarter unit is equal to two-thirds (2/3) times a semester unit.
(e.g., 45 quarter units \times 2/3 = 90/3, which equals 30 semester units.)

- When evaluating work experience (paid and/or voluntary), all part-time experience **must be** converted to full-time equivalency.

FOR EXAMPLE:

Employment for six months on a half-time basis equals three months of full-time employment (e.g., full-time employment is defined as 40 hours per week).

- The examination **should not be folded when mailing**. (Candidates are responsible for providing adequate postage.)
- The examination **must be POSTMARKED no later than the 20th day** of the Cut off Date for the bi-monthly period in order to compete in the current administration of the exam otherwise it will be processed in the next administration.

INSTRUCTIONS:

- Candidates competing in the Air Pollution Specialist examination will be required to complete **pages 1 through 14**.
- Candidates competing in both the Air Pollution Specialist & the Air Resources Engineer examinations will be required to complete **pages 1 through 15**.
- **Registered Engineers** competing in both the *Air Pollution Specialist & the Air Resources Engineer* examinations will be required to complete **pages 1 through 16**.

FACSIMILES (FAXES) WILL NOT BE ACCEPTED UNDER ANY CIRCUMSTANCE!

EXAMINATION/EMPLOYMENT APPLICATION

STD. 678 (REV. 6/2010) Page 2

APPLICANT'S NAME <i>(Last)</i>	<i>(First)</i>	<i>(M.I.)</i>	EASY ID
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EDUCATION

DID YOU GRADUATE FROM HIGH SCHOOL? IF NOT, DO YOU POSSESS A GED OR EQUIVALENT? IF NOT, ENTER THE HIGHEST GRADE YOU COMPLETED

YES NO YES NO

UNIVERSITY OR COLLEGE—NAME AND LOCATION, BUSINESS, CORRESPONDENCE, TRADE OR SERVICE SCHOOL	COURSE OF STUDY	UNITS COMPLETED		DIPLOMA, DEGREE OR CERTIFICATE OBTAINED	DATE COMPLETED
		SEMESTER	QUARTER		

LICENSES – LIST APPLICABLE LICENSES AND CERTIFICATES INDICATED IN THE EXAMINATION BULLETIN.*(If you are an attorney, please indicate the date you were admitted to the Bar under the Issue Date column, if stated on the examination bulletin.)*

LICENSE/CERTIFICATION NUMBER	ISSUE DATE	EXPIRATION DATE	IN THE SPACE BELOW, INDICATE SPECIFIC COURSE REQUIREMENTS NEEDED TO SATISFY REQUIREMENTS FOR THIS EXAMINATION

EMPLOYMENT HISTORY— Begin with your most recent job. List each job separately.

FROM (MM/DD/YY)	TO (MM/DD/YY)	TITLE/JOB CLASSIFICATION <i>(Include Range or Level, if applicable)</i>	SUPERVISOR NAME
HOURS PER WEEK	TOTAL WORKED (Years/Months)	COMPANY/STATE AGENCY NAME	SUPERVISOR PHONE NUMBER
SALARY EARNED		ADDRESS	
\$	PER		
DUTIES PERFORMED			

REASON FOR LEAVING

FROM (MM/DD/YY)	TO (MM/DD/YY)	TITLE/JOB CLASSIFICATION <i>(Include Range or Level, if applicable)</i>	SUPERVISOR NAME
HOURS PER WEEK	TOTAL WORKED (Years/Months)	COMPANY/STATE AGENCY NAME	SUPERVISOR PHONE NUMBER
SALARY EARNED		ADDRESS	
\$	PER		
DUTIES PERFORMED			

REASON FOR LEAVING

EXAMINATION/EMPLOYMENT APPLICATION

APPLICANT'S NAME (Last)	(First)	(M.I.)	EASY ID
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EMPLOYMENT HISTORY (Continued)

FROM (MM/DD/YY)	TO (MM/DD/YY)	TITLE/JOB CLASSIFICATION (Include Range or Level, if applicable)	SUPERVISOR NAME
HOURS PER WEEK	TOTAL WORKED (Years/Months)	COMPANY/STATE AGENCY NAME	SUPERVISOR PHONE NUMBER
SALARY EARNED		ADDRESS	
\$	PER		
DUTIES PERFORMED			

REASON FOR LEAVING

FROM (MM/DD/YY)	TO (MM/DD/YY)	TITLE/JOB CLASSIFICATION (Include Range or Level, if applicable)	SUPERVISOR NAME
HOURS PER WEEK	TOTAL WORKED (Years/Months)	COMPANY/STATE AGENCY NAME	SUPERVISOR PHONE NUMBER
SALARY EARNED		ADDRESS	
\$	PER		
DUTIES PERFORMED			

REASON FOR LEAVING

FROM (MM/DD/YY)	TO (MM/DD/YY)	TITLE/JOB CLASSIFICATION (Include Range or Level, if applicable)	SUPERVISOR NAME
HOURS PER WEEK	TOTAL WORKED (Years/Months)	COMPANY/STATE AGENCY NAME	SUPERVISOR PHONE NUMBER
SALARY EARNED		ADDRESS	
\$	PER		
DUTIES PERFORMED			

REASON FOR LEAVING

EXAMINATION/EMPLOYMENT APPLICATION

APPLICANT'S NAME <i>(Last)</i>	<i>(First)</i>	<i>(M.I.)</i>	EASY ID
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EMPLOYMENT HISTORY *(Continued)*

FROM <i>(MM/DD/YY)</i>	TO <i>(MM/DD/YY)</i>	TITLE/JOB CLASSIFICATION <i>(Include Range or Level, if applicable)</i>	SUPERVISOR NAME
HOURS PER WEEK	TOTAL WORKED <i>(Years/Months)</i>	COMPANY/STATE AGENCY NAME	SUPERVISOR PHONE NUMBER
SALARY EARNED		ADDRESS	
\$	PER		
DUTIES PERFORMED			

REASON FOR LEAVING

FROM <i>(MM/DD/YY)</i>	TO <i>(MM/DD/YY)</i>	TITLE/JOB CLASSIFICATION <i>(Include Range or Level, if applicable)</i>	SUPERVISOR NAME
HOURS PER WEEK	TOTAL WORKED <i>(Years/Months)</i>	COMPANY/STATE AGENCY NAME	SUPERVISOR PHONE NUMBER
SALARY EARNED		ADDRESS	
\$	PER		
DUTIES PERFORMED			

REASON FOR LEAVING

FROM <i>(MM/DD/YY)</i>	TO <i>(MM/DD/YY)</i>	TITLE/JOB CLASSIFICATION <i>(Include Range or Level, if applicable)</i>	SUPERVISOR NAME
HOURS PER WEEK	TOTAL WORKED <i>(Years/Months)</i>	COMPANY/STATE AGENCY NAME	SUPERVISOR PHONE NUMBER
SALARY EARNED		ADDRESS	
\$	PER		
DUTIES PERFORMED			

REASON FOR LEAVING

EXAMINATION/EMPLOYMENT APPLICATION

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EQUAL EMPLOYMENT OPPORTUNITY
(For Examination Use Only)

APPLICANT: To assist the State of California in its commitment to Equal Employment Opportunity, applicants are asked to voluntarily provide the following information. This questionnaire will be separated from the application prior to the examination and will not be used in any employment decisions. Government Code Section 19705 authorizes the State Personnel Board to retain this information for research and statistical purposes.

APPLICANT IDENTIFICATION NUMBER (EASY ID)				EASY ID	
FIRST 3 LETTERS OF LAST NAME AT BIRTH	MONTH OF BIRTH	DAY OF BIRTH	LAST 4 DIGITS OF SOCIAL SECURITY NUMBER		
AGE	GENDER				
<input type="checkbox"/> (1) UNDER 21 <input type="checkbox"/> (3) 21 - 39 <input type="checkbox"/> (6) 40 - 69 <input type="checkbox"/> (7) 70 AND OVER	<input type="checkbox"/> MALE <input type="checkbox"/> FEMALE				

Ethnic Category (Please check the box that best describes your race/ethnicity.):

(7) **AMERICAN INDIAN OR ALASKAN NATIVE**—Persons having origins in any of the tribal peoples of North America, and who maintain cultural identification through tribal affiliation or community recognition.
ENTER TRIBAL IDENTIFICATION OR AFFILIATION _____

(2) **ASIAN**—Persons having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent. This includes China, Japan, and Korea.

(1) **BLACK**—Persons having origins in any of the black racial groups of Africa.

(8) **FILIPINO**—Persons having origins in any of the original peoples of the Philippine Islands.

(4) **HISPANIC**—Persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.

(6) **PACIFIC ISLANDERS**—Persons having origins in the Pacific Islands, such as Samoa.

(5) **WHITE**—Persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.

Check if:

(3) **OTHER** (Specify) _____

(Y) **DISABLED**—A person with a disability is an individual who: (1) has a physical or mental impairment or medical condition that limits one or more life activities, such as walking, speaking, breathing, performing manual tasks, seeing, hearing, learning, caring for oneself or working; (2) has a record or history of such impairment or medical condition; or (3) is regarded as having such an impairment or medical condition.

MILITARY—A military veteran; a widow or widower of a veteran; or a spouse of a 100% disabled veteran.

How did you learn of this Examination?

TELEPHONE JOB LINE

WORD OF MOUTH

INTERNET

ADVERTISEMENT IN _____

EXAMINATION BULLETIN LOCATED AT _____

THANK YOU FOR COMPLETING THIS QUESTIONNAIRE

EXAMINATION/EMPLOYMENT APPLICATION**INSTRUCTIONS**

Read the following instructions carefully before completing this Application. Please complete the Application on a typewriter or personal computer or print in ink. All questions **must** be answered completely and accurately, except as noted. You may be disqualified for any false or misleading statements or for omitting information. The information you furnish will be used to determine your eligibility and/or may be the basis for arriving at your final rating in an examination. During the course of an examination, you may be requested to provide additional information regarding your qualifications, your preference regarding work location, shifts, etc.

Easy ID - You are required to provide the following tracking information on the application. The first three letters of your last name at birth, the month and day of your birth and the last four digits of your social security number. If you have already established an Easy ID in the online system and it is different, please provide that Easy ID.

Social Security Number - Providing this is voluntary in accordance with the Privacy Act of 1974 (PS 93-579). However, if the Social Security Number is not provided, the department administering this examination will be unable to process your application for purposes of granting Veteran's Preference points, Career Credits, written test waivers, or to check for eligibility in promotional examinations.

Home/VRS/TTY Number - Provide your 10-digit home telephone, Video Relay Service (VRS) phone number, or Text Telephone (TTY) phone number.

Examination Title/Job Title - Fill in the exact title of the examination from the examination bulletin. Promotional examinations are only available to those who currently meet the criteria to apply on a promotional basis (i.e., civil service employee, veteran, legislative employee, etc.). If applying for a vacant position, enter the class title of the position/vacancy for which you are applying.

Question 2 - Reasonable Accommodation will be provided to applicants who need assistance to take an interview or written test. If you check "Yes" you will be contacted via telephone or mail to make specific arrangements.

Question 5 - Employment History/Discharges. Question 5 must be answered by all applicants. You must answer "Yes" if you have ever, because of poor performance or misconduct, been fired, dismissed, or terminated from a job, or had an employment contract terminated. Explain any "Yes" answers in the Explanations section. Include the facts in brief, the grounds for any action taken against you, and the circumstances under which you left the position.

In completing this application, you do not need to answer "Yes" to Question 5 if:

- you have been rejected during a probationary period; or
- your employer withdrew the firing, dismissal, termination, or contract termination (either voluntarily or as part of a settlement); or
- a court or administrative agency overturned or revoked the firing, dismissal, termination, or contract termination.

If asked about past employment history by a prospective employer during the hiring process or probationary period, however, applicants are required to tell the truth regarding any firing, dismissal, termination, contract termination or rejection during probationary period, whether or not the action was overturned, revoked, or withdrawn (either voluntarily by the employer or, as part of a settlement agreement). Applicants are also required to provide factually correct information on the Employment History section of the application.

Questions 8 and 9 - These questions should be answered only if the examination bulletin indicates (a) a minimum or maximum age requirement for eligibility; and/or (b) a California Driver License requirement.

Explanations - Use this section to explain the details of any response that requires additional information. Be thorough, and attach additional sheet(s) if needed.

Signature - Your signature and the date signed is required. If the Application is not signed, it may be rejected.

Education - You must include a complete record of your training and educational background. Please read the Requirements section of the examination bulletin carefully for any special educational requirements. If more space is needed, attach additional sheet(s).

Licenses - If the examination bulletin calls for a specific license, professional certificate, or membership in a professional organization, list the full name of the license, certificate or organization, the license number, and the official expiration date of the document or membership.

Experience - You must include a complete list of your paid and/or volunteer work experience **which relates to the qualification requirements specified on the examination bulletin**. List all relevant jobs, during the past 10 years, regardless of duration, including part-time and military service. You should also list volunteer experience and jobs held more than ten years ago if they relate directly to the job for which you are applying. **State employees must list the specific departments for which they worked and indicate the specific civil service class title(s) held.**

Examinations Granting Veteran's Preference Points - If you have not previously applied for and been approved Veteran's Points, you must apply for the points by completing and submitting the Application for Veteran's Preference Form SPB-1093 to the State Personnel Board.

NOTE: Your completed Application and other examination related information submitted to the department administering this examination becomes confidential information and the property of the State of California as provided by Government Code Section 18934. This Application and other confidential information **will not be returned**; therefore, we recommend that you keep a copy of your completed Application for your personal records. Your rights to inspect your examination papers are set forth in Sections 186-189 of Title 2 of the California Code of Regulations, which can be accessed on the State Personnel Board's website at www.spb.ca.gov.

PLEASE ENTER YOUR NAME ON PAGES 1 THROUGH 4 AND STAPLE ALL PAGES OF THE APPLICATION TOGETHER BEFORE SUBMITTING!

EXAMINATION/EMPLOYMENT INFORMATION

If you are successful in this examination, your name will be placed on an active employment list and certified to fill vacancies according to the conditions you specify on this form. Please notify the Air Resources Board promptly of any change in your address or availability for employment.

NAME: _____ SSN #: ____ - ____ - ____

EXAM TITLE: Air Pollution Specialist Air Resources Engineer Both

PLEASE FILL IN THE TYPE OF APPOINTMENT YOU WILL ACCEPT:

Permanent or Temporary [(A) Full-Time, Part-Time and/or Intermittent]

Permanent [(D) Full-Time Only]

I AM AVAILABLE FOR EMPLOYMENT ON: _____

PLEASE FILL IN LOCATION(S) IN WHICH YOU ARE WILLING TO WORK:

Sacramento

El Monte (Los Angeles County)

Both (Sacramento and El Monte)

VETERAN STATUS *(Fill in if applicable)*

Non-Veteran

Veteran

Disabled Veteran

HAVE YOU RECEIVED VERIFICATION OF YOUR ELIGIBILITY FOR VETERAN PREFERENCE POINTS FROM THE DEPARTMENT OF VETERANS AFFAIRS OR THE STATE PERSONNEL BOARD? Yes No

CHANGE OF ADDRESS

IF YOUR ADDRESS WILL BE CHANGING IN A FEW MONTHS, PLEASE INDICATE YOUR NEW ADDRESS:

Address: _____ Home Phone #: _____

City: _____ State: _____ Apt #: _____ Zip Code: _____ Work Phone #: _____

STATEMENT OF UNDERSTANDING FOR CANDIDATES

Government Code Section 19680 through 19682 requires that all State civil service examinations be confidential and impartial. As a participant, I hereby certify that I will maintain the confidentiality of this examination and that all the statements I make in this application are true. I understand that my responses are subject to verification at any time; and, if I misrepresent myself (knowledge, skills, abilities, and experience), this is cause for any applicable adverse consequences (e.g., removal from the exam process; removal from the certification list; loss of state employment; and/or, loss of the right to compete in future examinations).

I understand that I am fully responsible for reading/comprehending all information and instructions provided in this supplemental application questionnaire package (i.e., which consist of an exam announcement, the Standard State Application Form Std. 678, and the supplemental application questionnaire examination). Further, I understand that if this questionnaire is not completed correctly, it will not be processed and therefore will result in an automatic disqualification from this examination process.

Please complete the following items after you have read the standards stated above.

CANDIDATE'S SIGNATURE _____ DATE _____

MINIMUM EDUCATION/EXPERIENCE REQUIREMENTS

I. INDICATE DEGREE(S) OBTAINED FROM AN ACCREDITED COLLEGE/UNIVERSITY:

<input type="checkbox"/> Bachelor's Degree <ul style="list-style-type: none"> • Completed • In Progress 	Major: _____ Graduation Date: _____ Anticipated Graduation Date: _____	
<input type="checkbox"/> Master's Degree <ul style="list-style-type: none"> • Completed • In Progress 	Major: _____ Graduation Date: _____ Anticipated Graduation Date: _____	Flag U1
<input type="checkbox"/> Doctorate Degree <ul style="list-style-type: none"> • Completed • In Progress 	Major: _____ Graduation Date: _____ Anticipated Graduation Date: _____	Flag U0 <small>For Official Use Only</small>
<input type="checkbox"/> Engineer-in-Training Certificate (EIT) # _____	Date Obtained: _____	
<input type="checkbox"/> Two Years as an Air Resources Technician II	Start Date: _____ through: _____	

LIST ANY ADDITIONAL DEGREES

Major _____	Major _____
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II. PLEASE IDENTIFY THE NAME AND LOCATION OF COLLEGE(S)/UNIVERSITIES YOU ATTENDED:

Bachelor's Degree was obtained at _____	City _____	State _____
Master's Degree was obtained at _____	City _____	State _____
Doctorate Degree was obtained at _____	City _____	State _____

V. IDENTIFY COMPLETED COURSES AND/OR LENGTH OF WORK EXPERIENCE:

Preparing written reports.

Flag U3

Education: Rarely Occasionally Regularly
Experience: Rarely Occasionally Regularly

Giving oral presentations.

Flag U2

Education: Rarely Occasionally Regularly
Experience: Rarely Occasionally Regularly

Using a computer for any of the following: e-mail; internet; database; graphics; WP or spreadsheets.

Flag VL

Education: None 1 course 2 or more courses
Experience: None 6 Months More than 6 months

In data review and analysis (e.g., data collection, data reporting, statistics).

Flag X3

Education: None 1 course 2 or more courses
Experience: None 6 Months More than 6 months

In environmental related fields.

Flag U7

Education: None 1 course 2 or more courses
Experience: None 6 Months More than 6 months

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VI. IDENTIFY THE NUMBER OF SEMESTER UNITS YOU HAVE COMPLETED:

(NOTE: Refer to information regarding conversion of semester units on page iii.)

That relates to the federal, state and local air pollution control laws and regulations (e.g., Federal Clean Air Act, National Environmental Policy Act [NEPA], Code of Federal Regulations [CFR], California Clean Air Act, California Environmental Quality Act [CEQA], California Code of Regulations [CCR], or local air pollution district regulations.

Flag X2

Zero units 1-6 units 7 or more units Other training

That relates to automotive technology which includes spark and compression cycle engines, their emissions and controls, and the laws and regulations governing them.

Flag U9

Zero units 1-6 units 7 or more units Other training

That relates to the California Air Toxic Program and/or California Motor Vehicle Control Program.

Flag X2

Zero units 1-6 units 7 or more units Other training

That relates to the measurement of atmospheric pollution levels, measurement of mobile or stationary source pollution, chemical and physical characteristics of air pollutants, and their impact on health and the environment, or principles of air quality management.

Flag X1

Zero units 1-6 units 7 or more units Other training

▲
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VII. IDENTIFY SPECIFIC NAME OF COMPLETED COURSES IN:

Upper division and graduate level courses you have taken in chemistry or statistics.

Flag US

Education: None 1 course 2 or more courses

List Course(s): _____

Other courses or formal training in chemistry, statistics, environmental sampling, or similar areas which you have completed (e.g., ACS, AOAC, or AWMA short courses; University Extension courses; or, instrument training).

Flag X1

Education: None 1 course 2 or more courses

List Course(s): _____

VIII. INDICATE THE LENGTH OF WORK EXPERIENCE YOU HAVE:

In an analytical chemistry laboratory performing production analyses.

Flag X1

None Less than 1 year 1-5 years More than 5 years

Please describe: _____

Developing methods of chemical analysis.

Flag X1

None Less than 1 year 1-5 years More than 5 years

Please describe: _____

Monitoring pollutant levels in ambient air or collecting air samples.

Flag X1

None Less than 1 year 1-5 years More than 5 years

Please describe: _____

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Collecting stack gas samples.

- None Less than 1 year 1-5 years More than 5 years

Please describe: _____

Flag X1

Developing sampling or monitoring methods (e.g., writing standard operating procedures).

- None Less than 1 year 1-5 years More than 5 years

Please describe: _____

Flag X1

Analyzing environmental data.

- None Less than 1 year 1-5 years More than 5 years

Please describe: _____

Flag X3

Designing, conducting, or evaluating data quality control and quality assurance programs or activities.

- None Less than 1 year 1-5 years More than 5 years

Please describe: _____

Flag X3

Performing extensive fieldwork involving overnight travel.

- None Less than 1 year 1-5 years More than 5 years

Please describe: _____

Flag --

In laboratory data management (e.g., LIMS), PC and server hardware and software.

- None Less than 1 year 1-5 years More than 5 years

Please describe: _____

Flag VJ

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As a lead chemist or analyst.

None Less than 1 year 1-5 years More than 5 years

Please describe: _____

Flag UR

Writing technical reports, scientific papers, or presentations.

None Less than 1 year 1-5 years More than 5 years

Please describe: _____

Flag U3

In statistical analysis of data (e.g., techniques applied, data set size, type of software used).

None Less than 1 year 1-5 years More than 5 years

Please describe: _____

Flag US

In chromatography (e.g., type of instrument/method, samples, analyses, workload).

None Less than 1 year 1-5 years More than 5 years

Please describe: _____

Flag X1

In spectroscopy.

None Less than 1 year 1-5 years More than 5 years

Please describe: _____

Flag X1

In other physical/chemical analyses (e.g., gravimetric or electrochemical analysis).

None Less than 1 year 1-5 years More than 5 years

Please describe: _____

Flag X1

With an air pollution control district or air quality management district.

Flag --

Experience: None Less than 1 year 1-5 years

Please describe: _____

As a Student Assistant/Intern/Volunteer with the Air Resources Board performing air pollution control duties.

Flag --

Experience: None Less than 1 year 1-5 years

Please describe: _____

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PLEASE REVIEW YOUR RESPONSES THOROUGHLY BEFORE YOU PROCEED.



READ THE INSTRUCTIONS CAREFULLY BEFORE YOU ANSWER THE FOLLOWING QUESTIONS REGARDING YOUR WORK EXPERIENCE (PAID AND/OR VOLUNTARY).



COMPLETION OF THE FOLLOWING QUESTIONS IS MANDATORY. YOUR RESPONSES WILL BE MADE AVAILABLE TO HIRING SUPERVISORS/MANAGERS.

WORK EXPERIENCE

PLEASE INDICATE THE LENGTH OF YOUR EXPERIENCE IN THE FOLLOWING AREAS:

- | | | | |
|---|---|---|---------|
| 1. Air quality modeling. | | | Flag U7 |
| <input type="checkbox"/> None | <input type="checkbox"/> Less than 1 year | <input type="checkbox"/> More than 1 year | |
| 2. Air pollution planning. | | | Flag X2 |
| <input type="checkbox"/> None | <input type="checkbox"/> Less than 1 year | <input type="checkbox"/> More than 1 year | |
| 3. Air quality research. | | | Flag U7 |
| <input type="checkbox"/> None | <input type="checkbox"/> Less than 1 year | <input type="checkbox"/> More than 1 year | |
| 4. Calibration and maintenance of emissions or electronic test equipment. | | | Flag X1 |
| <input type="checkbox"/> None | <input type="checkbox"/> Less than 1 year | <input type="checkbox"/> More than 1 year | |
| 5. Enforcement of environmental laws and regulations. | | | Flag X2 |
| <input type="checkbox"/> None | <input type="checkbox"/> Less than 1 year | <input type="checkbox"/> More than 1 year | |
| 6. Enforcement of mobile and/or stationary source pollution control regulations. | | | Flag X2 |
| <input type="checkbox"/> None | <input type="checkbox"/> Less than 1 year | <input type="checkbox"/> More than 1 year | |
| 7. Measurement of atmospheric conditions. | | | Flag X1 |
| <input type="checkbox"/> None | <input type="checkbox"/> Less than 1 year | <input type="checkbox"/> More than 1 year | |
| 8. Measurement of mobile and/or stationary sources. | | | Flag X1 |
| <input type="checkbox"/> None | <input type="checkbox"/> Less than 1 year | <input type="checkbox"/> More than 1 year | |
| 9. Preparation or edit of technical reports. | | | Flag U3 |
| <input type="checkbox"/> None | <input type="checkbox"/> Less than 1 year | <input type="checkbox"/> More than 1 year | |
| 10. Preparation and review of environmental impact reports/studies. | | | Flag U3 |
| <input type="checkbox"/> None | <input type="checkbox"/> Less than 1 year | <input type="checkbox"/> More than 1 year | |
| 11. Preparation, review and promulgation of environmental laws or regulations. | | | Flag X2 |
| <input type="checkbox"/> None | <input type="checkbox"/> Less than 1 year | <input type="checkbox"/> More than 1 year | |
| 12. Review, analyze and comment on environmental legislation. | | | Flag X2 |
| <input type="checkbox"/> None | <input type="checkbox"/> Less than 1 year | <input type="checkbox"/> More than 1 year | |
| 13. Design mobile or stationary source emission control system. | | | Flag U8 |
| <input type="checkbox"/> None | <input type="checkbox"/> Less than 1 year | <input type="checkbox"/> More than 1 year | |
| 14. Design of an air-monitoring instrument. | | | Flag U8 |
| <input type="checkbox"/> None | <input type="checkbox"/> Less than 1 year | <input type="checkbox"/> More than 1 year | |
| 15. Design of a sampling system for vehicle exhaust. | | | Flag U8 |
| <input type="checkbox"/> None | <input type="checkbox"/> Less than 1 year | <input type="checkbox"/> More than 1 year | |
| 16. Design of an ambient air-monitoring site that meets state and federal requirements. | | | Flag U8 |
| <input type="checkbox"/> None | <input type="checkbox"/> Less than 1 year | <input type="checkbox"/> More than 1 year | |
| 17. Review of environmental reports (noise studies, air studies, traffic studies, negative declarations, environmental impact reports, etc.). | | | Flag X2 |
| <input type="checkbox"/> None | <input type="checkbox"/> Less than 1 year | <input type="checkbox"/> More than 1 year | |

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WORK EXPERIENCE (Cont.)

18. Assessed new technology such as on-board diagnostics for motor vehicles. Flag U9
 None Less than 1 year More than 1 year
19. Operating a mobile air monitoring station. Flag X1
 None Less than 1 year More than 1 year
20. Read and interpreted electronic schematics. Flag U8
 None Less than 1 year More than 1 year
21. Calculated the amount of particulate matter emissions from an air pollution source. Flag X3
 None Less than 1 year More than 1 year
22. Calculated the concentration of a specific hydrocarbon using gas chromatography. Flag X1
 None Less than 1 year More than 1 year
23. Used statistical methods to determine the relationship of multiple data sets. Flag US
 None Less than 1 year More than 1 year
24. Designed, constructed or serviced an air pollution analyzer. Flag U8
 None Less than 1 year More than 1 year
25. Collected data to determine the origin and destination of a specific air pollutant. Flag U7
 None Less than 1 year More than 1 year
26. Analyzed the effects of a congested roadway on air quality. Flag X3
 None Less than 1 year More than 1 year
27. Analyzed the effect of traffic operations on vehicle emission concentrations. Flag X3
 None Less than 1 year More than 1 year
28. Designed an emissions control system using absorption, condensation or incineration. Flag U8
 None Less than 1 year More than 1 year
29. Used a particle-sized cascade impactor. Flag X1
 None Less than 1 year More than 1 year
30. Analyzed the efficiency of cyclones or inertial separators. Flag U8
 None Less than 1 year More than 1 year
31. Analyzed or developed solutions for a specific air quality problem. Flag X2
 None Less than 1 year More than 1 year
32. Worked with computer models (e.g., traffic forecasting, air quality, emissions, cost analysis). Flag VJ
 None Less than 1 year More than 1 year
33. Developed charts or graphs to depict numerical data. Flag VK
 None Less than 1 year More than 1 year
34. Used stack sampling equipment. Flag X1
 None Less than 1 year More than 1 year
35. Performed visual emissions evaluations. Flag X1
 None Less than 1 year More than 1 year
36. Calculated and explained the conversion of ambient air concentrations from grams per cubic foot to parts per million or other. Flag X3
 None Less than 1 year More than 1 year

WORK EXPERIENCE (Cont.)

37. Diagnosed and/or repaired air monitoring or pollution test/control equipment. Flag X1
 None Less than 1 year More than 1 year
38. Prepared a project requiring knowledge of pollution transport. Flag U7
 None Less than 1 year More than 1 year
39. Evaluated the air quality effect(s) of disposal or treatment of hazardous waste, municipal solid waste, or wastewater. Flag X2
 None Less than 1 year More than 1 year
40. Performed Air Resources Technician II responsibilities at the Air Resources Board. Flag --
 None Less than 1 year More than 1 year

STUDENT ASSISTANT/INTERM/VOLUNTEER WORK EXPERIENCE

PLEASE INDICATE YOUR EXPERIENCE AS A:

41. Student Assistant/Intern with the Air Resources Board. Flag --
 None Less than 1 year More than 1 year
42. Student Assistant/Intern with an air pollution control district or air quality management district. Flag --
 None Less than 1 year More than 1 year
43. Student Assistant/Intern with other state agencies. Flag --
 None Less than 1 year More than 1 year
44. Student Assistant/Intern with a city, county or the federal government. Flag --
 None Less than 1 year More than 1 year
45. Student Assistant/Intern with a non-profit organization. Flag --
 None Less than 1 year More than 1 year
46. Student Assistant/Intern with industry. Flag --
 None Less than 1 year More than 1 year
47. Volunteer with the Air Resources Board. Flag --
 None Less than 1 year More than 1 year
48. Volunteer with an air pollution control district or air quality management district. Flag --
 None Less than 1 year More than 1 year

COMPUTER SKILLS

PLEASE INDICATE YOUR EXPERIENCE WITH:

49. A personal computer. Flag --
 None Less than 1 year More than 1 year
50. Spreadsheet software (Excel®, Lotus®, Quatro Pro® or others). Flag VL
 None Less than 1 year More than 1 year
51. Database software (dBASE®, FoxPro®, Access®, or others). Flag VJ
 None Less than 1 year More than 1 year

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COMPUTER SKILLS (Cont.)

PLEASE INDICATE THE LENGTH OF YOUR EXPERIENCE WITH:

52. Communications software (ProComm® or others). Flag VI
 None Less than 1 year More than 1 year
53. Word processing software (MS Word®, WordPerfect®, or others). Flag VM
 None Less than 1 year More than 1 year
54. Graphics software (Harvard Graphics®, Power Point®, or others). Flag VK
 None Less than 1 year More than 1 year
55. Project Management Software (MS Project®, PRIMAVERA®, Quicknet®, or others). Flag UT
 None Less than 1 year More than 1 year

COMMUNICATION SKILLS

PLEASE INDICATE YOUR EXPERIENCE IN THE FOLLOWING AREAS:

56. Prepared Presentations. Flag U2
 None Less than 1 year More than 1 year
57. Given a presentation about a project in which you were involved. Flag U2
 None Less than 1 year More than 1 year
58. Explained and/or interpreted complex information (e.g., procedures, theories, or policies). Flag U2
 None Less than 1 year More than 1 year
59. Led and/or facilitated a group/team project. Flag UR
 None Less than 1 year More than 1 year
60. Prepared written instructions, manuals, and/or complex procedures. Flag VN
 None Less than 1 year More than 1 year
61. Collected data from a public utility or other public agency in the design of a project. Flag --
 None Less than 1 year More than 1 year
62. Acted in a customer service capacity where the duties involved responding to various questions and/or providing assistance to others, either in person and/or by telephone. Flag UR
 None Less than 1 year More than 1 year
63. Proofread and/or edited written reports. Flag U3
 None Less than 1 year More than 1 year
64. Participated in an organization that promotes speaking skills (e.g., Toastmasters®, etc). Flag U2
 None Less than 1 year More than 1 year
65. Recognized (by performance evaluation, letter of merit, or other written communication, etc.) for research writing skills and/or other report documents. Flag U3
 Yes No
66. Written and published an article or paper in a peer-reviewed technical or scientific journal. Flag U3
 Yes No

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PROJECT/LEADERSHIP SKILLS

INDICATE YOUR EXPERIENCE IN THE FOLLOWING AREAS:

- | | | | |
|-----|--|--|---------|
| 67. | Called upon to make decisions in supervisor's absence. | | Flag UR |
| | <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| 68. | Completed a major long-term project on or ahead of time. | | Flag UT |
| | <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| 69. | Completed multiple assignments on time. | | Flag UT |
| | <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| 70. | Participated in the planning of a multi-day conference. | | Flag UT |
| | <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| 71. | Completed various projects independently. | | Flag UT |
| | <input type="checkbox"/> None <input type="checkbox"/> Less than 1 year <input type="checkbox"/> More than 1 year | | |
| 72. | Devised an alternative plan (due to a setback) by prioritizing current workload in order to complete an assigned project in a timely manner. | | Flag UT |
| | <input type="checkbox"/> None <input type="checkbox"/> Less than 1 year <input type="checkbox"/> More than 1 year | | |
| 73. | Managed a project with a rigid budget. | | Flag UT |
| | <input type="checkbox"/> None <input type="checkbox"/> Less than 1 year <input type="checkbox"/> More than 1 year | | |
| 74. | Dealt with changing or conflicting customer demands. | | Flag UR |
| | <input type="checkbox"/> None <input type="checkbox"/> Less than 1 year <input type="checkbox"/> More than 1 year | | |
| 75. | Responded to public officials requesting specific and/or sensitive confidential information. | | Flag UR |
| | <input type="checkbox"/> None <input type="checkbox"/> Less than 1 year <input type="checkbox"/> More than 1 year | | |
| 76. | Developed written specifications. | | Flag VN |
| | <input type="checkbox"/> None <input type="checkbox"/> Less than 1 year <input type="checkbox"/> More than 1 year | | |
| 77. | Prepared contract documents. | | Flag VN |
| | <input type="checkbox"/> None <input type="checkbox"/> Less than 1 year <input type="checkbox"/> More than 1 year | | |
| 78. | Performed contract administration that involved monitoring contract compliance. | | Flag UT |
| | <input type="checkbox"/> None <input type="checkbox"/> Less than 1 year <input type="checkbox"/> More than 1 year | | |
| 79. | Performed contract administration that involved formulating requests for proposals. | | Flag UT |
| | <input type="checkbox"/> None <input type="checkbox"/> Less than 1 year <input type="checkbox"/> More than 1 year | | |
| 80. | Performed contract administration that involved evaluating contractor performance. | | Flag UT |
| | <input type="checkbox"/> None <input type="checkbox"/> Less than 1 year <input type="checkbox"/> More than 1 year | | |
| 81. | Managed a project where accounting for time was necessary. | | Flag UT |
| | <input type="checkbox"/> None <input type="checkbox"/> Less than 1 year <input type="checkbox"/> More than 1 year | | |
| 82. | Supervised/led the work of others. | | Flag UR |
| | <input type="checkbox"/> None <input type="checkbox"/> Less than 1 year <input type="checkbox"/> More than 1 year | | |
| 83. | Served on a board, commission, or committee that made decisions on behalf of a group, (e.g., homeowners association, student government, social club, etc.). | | Flag UR |
| | <input type="checkbox"/> None <input type="checkbox"/> Less than 1 year <input type="checkbox"/> More than 1 year | | |
| 84. | Planned, prioritized and/or scheduled the work of a group (e.g., volunteer, school group or athletic team). | | Flag UR |
| | <input type="checkbox"/> None <input type="checkbox"/> Less than 1 year <input type="checkbox"/> More than 1 year | | |
| 85. | Primary responsibility for identifying or assessing quality of products or services to meet customer needs. | | Flag UR |
| | <input type="checkbox"/> None <input type="checkbox"/> Less than 1 year <input type="checkbox"/> More than 1 year | | |

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PLEASE READ THE FOLLOWING INSTRUCTIONS CAREFULLY BEFORE YOU PROCEED!



THIS CONCLUDES THE AIR POLLUTION SPECIALIST PORTION OF THE SUPPLEMENTAL APPLICATION EXAMINATION.

- ✓ PLEASE RETURN THE COMPLETED SUPPLEMENTAL APPLICATION IN A 9 X 12 ENVELOPE. *(REMEMBER TO PROVIDE ADEQUATE POSTAGE)*
- ✓ RESULTS WILL BE MAILED IN APPROXIMATELY 4-6 WEEKS FROM THE CUT OFF DATE OF THE ADMINISTRATION FOR WHICH YOU SUBMITTED YOUR COMPLETED EXAMINATION MATERIALS.



CANDIDATES ALSO COMPETING IN THE AIR RESOURCES ENGINEER EXAMINATION MUST PROCEED TO PAGE 15

NOTE: REGISTERED ENGINEERS MUST ALSO COMPLETE PAGE 16!!

FOR AIR RESOURCES ENGINEER COMPETITORS

PLEASE INDICATE THE LENGTH OF YOUR EXPERIENCE I THE FOLLOWING AREAS:

86. Applied automotive engineering principles to test and evaluate the effectiveness of mobile source emissions controls. Flag U8
 None Less than 1 year More than 1 year
87. Determined the road load horsepower of a vehicle using an established method. Flag U8
 None Less than 1 year More than 1 year
88. Designed a landfill gas collection system. Flag U8
 None Less than 1 year More than 1 year
89. Designed a new technology such as electronic continuous emission monitoring system. Flag U8
 None Less than 1 year More than 1 year
90. Designed a system that monitors and manages vehicle emissions data. Flag U8
 None Less than 1 year More than 1 year
91. Analyzed and/or proposed solutions to control elevated air pollution levels. Flag U8
 None Less than 1 year More than 1 year
92. Designed a baghouse to control fine particulates in a gas stream. Flag U8
 None Less than 1 year More than 1 year
93. Evaluated the results of an emissions test using Federal Test Procedures. Flag U8
 None Less than 1 year More than 1 year
94. Determined the required dynamometer loading to test a specific vehicle. Flag U8
 None Less than 1 year More than 1 year
95. Prepared or edited engineering reports. Flag U3
 None Less than 1 year More than 1 year

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THIS CONCLUDES THE AIR RESOURCES ENGINEER SUPPLEMENTAL APPLICATION EXAMINATION.

- ✓ RETURN THE COMPLETED SUPPLEMENTAL APPLICATION IN A 9 X 12 ENVELOPE. *(REMEMBER TO PROVIDE ADEQUATE POSTAGE)*
- ✓ RESULTS WILL BE MAILED IN APPROXIMATELY 4-6 WEEKS FROM THE CUT OFF DATE OF THE ADMINISTRATION FOR WHICH YOU SUBMITTED YOUR COMPLETED EXAMINATION MATERIALS.



CANDIDATES WHO ARE REGISTERED AS PROFESSIONAL ENGINEERS MUST PROCEED TO PAGE 16.

FOR REGISTERED ENGINEERS ONLY

96. Registered as a Professional Engineer with the California Board of Registration for Professional Engineers. Flag UN
 License # _____
 Completed Pending
97. Registered as a Professional Engineer with the California Board of Registration for Professional Engineers outside of California. Flag --
 License # _____ State: _____
 Completed Pending

INDICATE THE LENGTH OF YOUR EXPERIENCE AS A REGISTERED ENGINEER IN THE FOLLOWING AREAS:

98. Signed plan sheets for building design plans. Flag U8
 None Within last 5 years More than 5 years ago
99. Signed other engineering reports. Flag U8
 None Within last 5 years More than 5 years ago
100. Served as an expert witness. Flag U2
 None Within last 5 years More than 5 years ago
101. Designed air quality studies. Flag UT
 None Within last 5 years More than 5 years ago
102. Developed air quality modeling studies. Flag UT
 None Within last 5 years More than 5 years ago
103. Developed health studies. Flag UT
 None Within last 5 years More than 5 years ago
104. Developed testing protocols. Flag X1
 None Within last 5 years More than 5 years ago
105. Conducted statistical analysis. Flag US
 None Within last 5 years More than 5 years ago
106. Applied computer analysis techniques. Flag X3
 None Within last 5 years More than 5 years ago
107. Analyzed data sets. Flag X3
 None Within last 5 years More than 5 years ago
108. Designed air pollution monitoring and/or control equipment. Flag U8
 None Within last 5 years More than 5 years ago

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RETURN THE COMPLETED SUPPLEMENTAL APPLICATION IN A 9 X 12 ENVELOPE. (REMEMBER TO PROVIDE ADEQUATE POSTAGE).



RESULTS WILL BE MAILED IN APPROXIMATELY 4-6 WEEKS FROM THE CUT OFF DATE OF THE ADMINISTRATION FOR WHICH YOU SUBMITTED YOUR COMPLETED EXAMINATION MATERIALS.
