



The County of San Bernardino  
invites application for the position of

## Public Health Microbiologist I

Job Number: 16-16368-01

### **SALARY**

\$22.51 - \$30.18 Hourly    \$3,901.73 - \$5,231.20 Monthly    \$46,820.80 - \$62,774.40 Annually

**APPLY BY:** Continuous

Applicants are encouraged to apply online: <http://www.sbcounty.gov/hr>

### **THE POSITION**

### **FUTURE SALARY INCREASES**

**2.0% Effective July 22, 2017**

**3.0% Effective July 21, 2018**



The **Department of Public Health** is recruiting for **Public Health Microbiologists I** who, under training conditions, perform microbiological, immunological, and molecular biology testing on patients' specimens, food, and other samples; analyze and interpret laboratory results and prepare accurate laboratory reports; and perform quality control and equipment function tests. Current vacancies exist in Ontario. The resulting eligible list may be used to fill other vacancies as they occur.

For more detailed information, refer to the [Public Health Microbiologist I](#) job description.

Human Resources is also accepting applications for Public Health Microbiologist II & Public Health Microbiologist III. Separate applications are required.

***This excellent opportunity also offers a highly competitive benefits package that includes:***

### **Retirement Plans**

- Generous County **pension** ([www.sbcera.org](http://www.sbcera.org))
- Vested after five (5) years
- Eligible for retirement after 10 years of service
- County contributes up to 1.5% of base salary to the **Retirement Medical Trust Fund**
- Eligible to participate in **457(b)** Deferred Compensation Plan with County contribution of 0.5 times Employee contribution up to 0.5% of base salary
- Reciprocity with CalPERS, CalSTRS, JRS, JRSII, and retirement systems operated under the County Employees Retirement Law of 1937 ('37 Act)

### **Medical Benefits**

- Health and dental insurance provided for employee and eligible dependents
- Medical and Dental Premium Subsidies to offset the cost of insurance premium
- Employer paid vision coverage for employee

- Eligible to participate in Flexible Spending Account

### **Paid Time Off**

- Vacation Leave up to four (4) weeks annually
- Sick Leave 11 days annually
- 14 Paid Holidays annually
- Perfect Attendance Incentive

### **Additional Benefits**

- Employer Paid Term Life Insurance - \$35,000
- Voluntary Life and AD&D Insurance
- Short Term Disability 55% up to \$1,129 per week
- Longevity Pay

To view the complete list of Professional Unit benefits offered, click [here](#).

### **CONDITIONS OF EMPLOYMENT**

Incumbents in the Public Health Microbiologist I class must qualify for promotion to Public Health Microbiologist II (\$4,302 - \$5,914 approx. monthly) within twelve (12) months or employment will be terminated. Incumbents in the Public Health Microbiologist I class are eligible for promotion to Public Health Microbiologist II upon receipt of a satisfactory work performance evaluation and obtaining a valid Public Health Microbiologist Certificate issued by the California State Department of Public Health (CDPH).

### **MINIMUM REQUIREMENTS**

**License:** Must possess a valid Public Health Microbiologist Trainee Authorization Letter issued by the California Department of Public Health (CDPH).

*Applicants must **provide a legible copy** of the authorization letter issued by the CDPH, **within 24 hours of submitting the application.***

***Applications will be accepted until a sufficient number of qualified applications have been received. This recruitment may close without further notice, interested candidates should apply as soon as possible.***

**Note:** For information on the authorization letter, please refer questions to - Laboratory Field Services/Public Health Laboratory Program, California Department of Public Health, 850 Marina Bay Parkway Bldg P 1st Floor, Richmond, CA 94804-6403; Phone: (510) 620-3838.

### **SELECTION PROCESS**

There will be a **competitive evaluation** of qualifications based upon a review of the Application and the Supplemental Questionnaire. It is to your advantage to provide as much relevant and detailed work experience as possible, as resumes will not be accepted in lieu of the application materials.

Applications will be reviewed on a weekly basis. Candidates are encouraged to apply promptly as this recruitment may close at any time.

*The Human Resources Department reserves the right to modify the examination process in accordance with the Personnel Rules and accepted selection practices.*

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Applications may be obtained and filed online at: <http://www.sbcounty.gov/hr>

(909) 387-8304 • TTY Users: 711

157 West Fifth Street, 1st Floor, San Bernardino, CA 92415  
An Equal Employment Opportunity and ADA Compliant Employer

**Issue Date:** 10/15/16 TR

## Public Health Microbiologist I Supplemental Questionnaire

- \* 1. **Instructions:** The information on the Application and your responses to the following supplemental questions will be used in a **competitive evaluation** of qualifications. Detailed responses should be provided for each question in order to ensure qualifications are properly considered (do not refer to a resume). **Each response must include the name of your employer(s), dates of employment where you performed the duty, and the title of your position(s).** *Employers listed on this questionnaire must also be listed and fully detailed in the work experience section of your application.*
- I understand.
- \* 2. **Authorization Letter:** Do you possess a valid Public Health Microbiologist Trainee Authorization letter issued by the California Department of Public Health (CDPH)?
- Yes  
 No  
 No, I possess a California Microbiologist Certificate.
- \* 3. If you answered "**YES**" to question 2, you must submit a **legible** copy of the authorization letter **within 24 hours of submitting your application** to: Human Resources - Employment office, 157 W. Fifth Street, San Bernardino, CA 92415-0440, Attn: PHMI.

In lieu of mailing the authorization letter, you may attach a scanned copy to the online application **-OR-** email an electronic copy to [tina.richard@hr.sbcounty.gov](mailto:tina.richard@hr.sbcounty.gov) **-OR-** fax a legible copy to (909) 383-2394, Attn- PHMI/T. Richard. **Indicate below which method was used to submit copy of authorization letter.**

- Forwarded copy via US mail to: HR - Employment office located at 157 W. 5th Street, San Bernardino, CA 92415, Attn: PHMI/T. Richard
- Submitted in-person to: HR - Employment office located at 157 W. 5th Street, San Bernardino, CA 92415
- Attached scanned copy to online application
- Faxed a legible copy to: (909) 383-2394, Attn: PHMI/T. Richard
- Emailed copy to: [tina.richard@hr.sbcounty.gov](mailto:tina.richard@hr.sbcounty.gov)
- Not applicable
- \* 4. **I understand that I cannot update my application once I have submitted it.** Therefore, I have fully completed ALL sections and provided **full descriptions of my duties and responsibilities** for each employer, and have fully answered ALL questions on the supplemental questionnaire. *(Do not refer to a resume or other documentation, as it will not be reviewed.) Employers noted on the Supplemental Questionnaire must also be included and fully detailed on the Application.*
- I understand.
- \* Required Question