



# HUMAN RESOURCES & DEVELOPMENT

TULARE COUNTY

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## CAREER OPPORTUNITIES

Week of June 6, 2016

A separate application and supplemental application must be completed for each recruitment. Human Resources & Development must receive applications and any other required materials by the filing deadline. Applications must be submitted online at: [www.co.tulare.ca.us/hrd](http://www.co.tulare.ca.us/hrd). Incomplete and late applications will be disqualified. These recruitments will establish employment lists to fill vacancies in departments and locations throughout Tulare County.

### DAIRY INSPECTOR I

**\$3,769 - \$4,593 Monthly**

**FILING DEADLINE: 6/03/16**

Current vacancy with the Health and Human Services Agency in Visalia. Inspect dairies and dairy farms to determine conformance with sanitary regulations; inspect sanitary conditions of buildings, equipment and personnel in milk handling and processing facilities and determine compliance with appropriate laws and regulations. Requires a Bachelor's degree in Dairy Science, Food Science, Animal Science, or closely related field.

### IT CLIENT SPECIALIST I/II

**I: \$3,596-\$4,383 Monthly; II: \$4,192-\$5,109 Monthly**

**FILING DEADLINE: 06/30/16**

Coordinate and facilitate client meetings, in person or via conference call, and prepares materials, agendas, minutes and presentations. Make recommendations to utilize IT technology to improve client department business processes. Requires Bachelor's Degree in Computer Science or Management Information Systems, Business Administration or related college degree (In lieu of degree, four years of work experience in a computer related field will be accepted) AND One (1) year of experience in business analysis and documentation activities, project administrative support, or work experience on cross-functional teams with **In addition** to the education requirement for the I Level, the **II Level requires** three (3) years of experience in business analysis and documentation activities, project administrative support, or work experience on cross-functional teams.

### MEDICAL ASSISTANT

**\$2,272 - \$2,769 Monthly**

**FILING DEADLINE: 06/05/16**

Current vacancy with the Health and Human Service Agency in Visalia. Interview patients to obtain medical information and measure vital signs, weight, and height and assist physicians in examining patients. A typical way to obtain the knowledge, skills and abilities would be: equivalent to completion of the twelfth grade and completion of an accredited Medical Assistant program which included training in venipuncture, skin puncture, and injections; **OR** two years Medical Assistant experience in a medical health care setting performing injections and/or immunizations and vital signs.

### PUBLIC DEFENDER INTERVIEWER I-Bilingual

**\$2,483-\$3,026 Monthly\***

**FILING DEADLINE: 06/10/16**

Vacancy in the Public Defender's Office in Visalia. Interview clients in person or by phone to obtain details of arrest, detention, connection with charged offenses, and other information pertinent to development of the defense case. Requires equivalent to completion of the 12<sup>th</sup> Grade AND two years of experience in public contact involving in-depth interviewing. \*Bilingual positions will receive an additional fifty cents per hour compensation.

### PUBLIC DEFENDER INVESTIGATOR I/II-Bilingual

**I: \$4,670-\$5691; II: \$5,137-\$6,260 Monthly**

**FILING DEADLINE: 06/13/16**

Vacancy in the Public Defender's Office in Visalia. Investigate crimes by gathering, assembling, preserving and reporting facts and evidence. Requires equivalent to completion of the 12<sup>th</sup> Grade AND two (2) years of increasingly responsible experience in investigations or in law enforcement performing criminal investigations. Level II requires education requirement AND five (5) years of increasingly responsible experience in investigations or in law enforcement performing criminal investigations.

### TRAFFIC CONTROL WORKER I/II

**I: \$2,351 - \$2,865 - II: \$2,674 - \$3,259 Monthly**

**FILING DEADLINE: 06/17/16**

Multiple vacancies with the Resource Management Agency in Visalia. Fabricate street signs and install them, and assist in pavement striping and stenciling operations. Requires completion of twelfth grade. **Level II:** will require one year of experience in the preparation and maintenance of road marking and traffic control signs equivalent to Traffic Control Worker I in the County of Tulare.

### CONTINUOUS RECRUITMENTS

Applications for the following positions will be accepted on a continuous basis. These recruitments may CLOSE AT ANY TIME WITHOUT FURTHER NOTICE. Qualified applicants will be placed on continuous employment lists and are eligible for consideration for six months.

ATTORNEY, DISTRICT ATTORNEY I/II/III/IV  
EH AG & STANDARDS INSPECTOR AIDE

**\$56,412 - \$104,285 Annually**  
**\$11.30 Hourly**

**Human Resources & Development**  
2900 West Burrel, Visalia, CA. 93291 (559)636-4900

APPLY ONLINE AT: [www.co.tulare.ca.us/hrd](http://www.co.tulare.ca.us/hrd)



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T U L A R E C O U N T Y

Additional employment opportunities available with the Sheriff's Department and the Health & Human Services Agency (HHSA). For more information please go to <http://agency.governmentjobs.com/tulare/default.cfm> or contact them directly.

**Tulare County Sheriff's Department  
Personnel and Training Division  
5959 S. Mooney Boulevard  
Visalia, CA 93277  
Business: (559)735-1825 or 1-800-757-9907  
Fax: (559)737-4682  
Website: <http://www.tularecountv.ca.gov/sheriff/index.cfm/recruitment>**

**Tulare County Health and Human Services Agency (HHSA)  
5957 S. Mooney Boulevard  
Visalia, CA 93277  
Business: (559)624-8450  
Fax: (559)713-3704  
Email: [humanres@tularehhsa.org](mailto:humanres@tularehhsa.org)  
Website: <http://www.tchhsa.org>**

*Tulare County does not discriminate on the basis of race, religion, color, national origin, sex, age or handicap in any of its programs or activities.*

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