



HUMAN RESOURCES & DEVELOPMENT

TULARE COUNTY

CAREER OPPORTUNITIES

Week of October 17, 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. Incomplete and late applications will be disqualified. These recruitments will establish employment lists to fill vacancies in departments and locations throughout Tulare County.

CODING ENFORCEMENT OFFICER I/II **I: \$3,445-\$4,198; II: \$3,804-\$4,636 Monthly** **FILING DEADLINE: 10/31/16**

Perform responsible investigations and on-site (field) inspections; review plans for code, zoning and ordinance compliance; perform duties in areas relating to zoning violations, vehicle abatement, dairy monitoring, and special use permits; ensure compliance with federal, state, and local codes and ordinances. Requires equivalent to completion of 12th grade and **Level I:** one year of experience as a Building/Zoning Inspector or one year of investigative or inspection experience in a public agency performing field or office work in the enforcement of codes, regulations or ordinances relating to building codes or building plans, zoning laws, Health and Safety Codes, abandoned vehicle abatement, employee housing, and/or other health/safety nuisances. **Level II:** One year as a Code Enforcement Officer I in Tulare County or other agency, OR two years' experience as a Building/Zoning Inspector in Tulare County, OR two years of investigative or inspection experience in a public agency performing field or office work in the enforcement of codes, regulations or ordinances relating to building codes or building plans, Health and Safety Codes, zoning laws, abandoned vehicle abatement, dairy permitting, and/or other health/safety nuisances.

COUNTY COUNSEL-AT WILL **\$170,000-\$195,000 Annual** **FIRST REVIEW: 11/10/16**

Serve as legal Counsel to the Board of Supervisors, oversee a full-service law office and Risk Management, manage a compliment of 56 staff. For detailed description of job duties and requirements go to www.co.tulare.ca.us/hrd.

DETENTION SERVICES OFFICER **\$2,501 - \$3,048 Monthly** **FILING DEADLINE: 10/24/16**

Learn and apply a variety of policies and procedures of the Probation Department and other applicable laws and regulations; operate control panel to maintain facility security; assure that only authorized personnel and/or minors and visitors enter and exit the facility. Requires equivalent to completion of the 12th grade.

DIGITAL FORENSIC ANALYST I **\$4,167 - \$5,078 Monthly** **FILING DEADLINE: 10/25/16**

Conduct seizures and examinations of electronic media to secure and recover data as evidence. Requires bachelor's degree in computer science or criminal justice AND one (1) year of experience in detecting, recovering, and analyzing data recovered from electronic devices, preferably for the purpose of obtaining evidence in law enforcement investigations OR two year associate's degree in computer science or criminal justice AND three (3) years of experience in detecting, recovering, and analyzing data recovered from electronic devices, preferably for the purpose of obtaining evidence in law enforcement investigations.

FOOD & LAUNDRY SERVICES MANAGER **\$3,313 - \$4,037 Monthly** **FILING DEADLINE: 10/19/16**

Plan, assign and supervise the work of the kitchen and laundry staff; prepare menu; order food and supplies; cook and bake foods in large quantities; assist with annual budget recommendations for kitchen expenses. Equivalent to completion of the 12th grade, or equivalent to graduation from a food preparation school.

HHS UNIT MANAGER I – CALWORKS **\$5,017 - \$6,115 Monthly** **FILING DEADLINE: 10/28/16**

Plan and organize the administration of public assistance and employment service programs; develop and implement policy, procedural, and operational changes. Bachelor's degree REQUIRED with major course work in social services, public or business administration or closely related field AND three years of increasingly responsible supervisory, administrative or managerial experience in a social services agency involving planning, organizing and directing public assistance, employment training, CalWORKs or other related programs.

MAINTENANCE WORKER I/II **\$2,596 - \$3,494 Monthly** **FILING DEADLINE: 10/18/16**

Assist with maintenance and repair work on heating, plumbing, electrical, ventilation and air conditioning systems in County buildings. **Level I** requires equivalent to completion of twelfth grade and two years of experience in construction or maintenance in the building trades. **Level II** requires equivalent to completion of twelfth grade and three of increasingly responsible experience in mechanical equipment or in the construction building trades.

MENTAL HEALTH CASE MANAGER I/II **I: \$2,376-\$2,896; II: \$2,614-\$3,185 Monthly** **FILING DEADLINE: 10/24/16**

Level I requires the equivalent to completion of the 12th grade AND six months of experience in social services, mental health or human services. **Level II** requires two years of experience equivalent to a Mental Health Case Manager I in Tulare County.

Human Resources & Development

2900 West Burrel, Visalia, CA. 93291 (559)636-4900

APPLY ONLINE AT: www.co.tulare.ca.us/hrd



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PEER SUPPORT SPECIALIST I

\$10.10 - \$12.31 Hourly

FILING DEADLINE: 10/25/16

Perform a variety of supportive office functions, train and educate peers regarding wellness and recovery values and practices. Educational requirements for this position are a high school diploma, a GED or enrollment in a C-SET employment program. Experience requirements for this position are six months of lived experience as a Consumer or family member of a Consumer with the Tulare County Public Mental Health system AND experience with or completion of a Wellness and Recovery Action Plan (WRAP). Position qualifies for assistance through the "CSET Supported Employment Program".

PROBATION CORRECTIONAL OFFICER

\$2,921 - \$3,561 Monthly

FILING DEADLINE: 10/24/16

Counsel juveniles regarding individual, family, social or other problems. Supervise and instruct an assigned group of juveniles in programming and recreational activities. Observe, evaluate and report on the conduct, needs, personality, adjustment and progress in treatment. Requires equivalent to two (2) years of college with major work in behavioral or social science or criminology or a high school diploma/GED from an accredited U.S. public, private, or Department of defense school and two (2) years of responsible work experience, one (1) year of which involved public interaction.

VICTIM WITNESS WORKER I – SPANISH BILINGUAL \$2,702 - \$3,294 Monthly

FILING DEADLINE: 10/18/16

Provides victim assistance to a broad base of public and private agencies and County referral agencies; provides initial counsel to victims in complex crisis situations; and assists victims in filing for assistance with the State's Victim of Crime Compensation Program. Requires equivalent to completion of two (2) years of college, including 15 units of criminal law, sociology or a related area, AND two (2) years of increasingly responsible experience in interviewing or obtaining information in fields similar to the criminal justice system.

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.

DEPUTY COUNTY LIBRARIAN

\$71,400 - \$106,860 Annually

DEPUTY DISTRICT ATTORNEY I-IV

\$56,412 - \$104,285 Annually

EH AG & STANDARDS INSPECTOR AIDE

\$11.30 Hourly

EH HEAVY EQUIPMENT MECHANIC II - VISALIA

\$19.20 Hourly

EH PARKS & GROUNDS WORKER - BALCH PARK

\$13.44 Hourly

IT ENTERPRISE CONTENT MANAGEMENT SPECIALIST I/II

I: \$3,632 - \$4,427; II: \$4,234 - \$5,160 Monthly

SENIOR ACCOUNT CLERK

\$2,362 - \$2,878 Monthly

Additional employment opportunities available with the Sheriff's Department and the Health & Human Services Agency (HHS). 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.tularecounty.ca.gov/sheriff/index.cfm/recruitment>

Tulare County Health and Human Services Agency (HHS)

5957 S. Mooney Boulevard

Visalia, CA 93277

Business: (559) 624-8450

Fax: (559) 713-3704

Email: 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.

Human Resources & Development

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