



HUMAN RESOURCES & DEVELOPMENT

TULARE COUNTY

'Like' us on Facebook

CAREER OPPORTUNITIES

Week of March 7, 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.

CLIENT ADVOCATE

\$3,825 - \$4,663 Monthly

FILING DEADLINE: 03/14/16

Develop, plan and implement methods of assessing customer service quality throughout the Health and Human Services Agency. Requires: Graduation from an accredited college or university with a bachelor's degree in public relations, organizational development, business administration or a related field, AND one (1) year of professional experience in public relations, customer service, patient advocacy, quality improvement, organizational development or related field. (Experience may be substituted for the educational requirement on a year for year basis).

MAINTENANCE WORKER I/II

Level I: \$2,571-\$3,133; Level II: \$2,839-\$3,460 Monthly

FILING DEADLINE: 3/10/16

Multiple vacancies with the Facilities Division of the General Services Department. Assist with maintenance and repair work on heating, plumbing, electrical, ventilation and air conditioning systems in County buildings. Requires equivalent to completion of the 12th Grade AND two (2) years of experience in construction or maintenance in the building trades. The Level II requires equivalent to completion of the 12th Grade and three (3) years of increasingly responsible experience in mechanical equipment or in the construction building trades.

OFFICE ASSISTANT II/III-BILINGUAL

II: \$1,995 - \$2,431; III: \$2,203 - \$2,685 Monthly

FILING DEADLINE: 3/21/16

Current vacancy with HHSA in Visalia. This recruitment is for bilingual positions and will be used fill current and future bilingual vacancies Countywide. OAI: Completion of the twelfth grade AND six months of general clerical experience, OR completion of an approved office support program from an accredited business/community college or adult school. Self-certified typing speed of 45 corrected wpm. OAIII: Completion of the twelfth grade, supplemented by specialized business, secretarial, and/or word processing courses AND one year of general clerical experience performing duties similar to those of an Office Assistant II, preferably with six months experience in word processing operations. Self-certified typing speed of 50 corrected wpm.

PRINT AND MAIL OPERATOR II

\$2,181 - \$2,658 Monthly

FILING DEADLINE: 03/07/16

Operate and maintain various pieces of equipment for mailing, finishing and binding plus prep and process external and interoffice mail. A typical way to obtain the knowledge, skills, and abilities would be equivalent to completion of the twelfth grade and one year of experience as a Print and Mail Operator or one year of bindery, finish, pre-press, and /or offset experience.

REGIONAL/ASSOCIATE REGIONAL/SENIOR REGIONAL PLANNER

FILING DEADLINE: 3/11/16

Regional: \$4,499-\$5,483; Associate Regional: \$5,062-\$6,169; Senior Regional: \$5,801-\$7,070 Monthly

One vacancy with the Tulare County Association of Governments (TCAG) in Visalia. Primary assignment with the transportation forecasting/model development team. Requires Bachelor's degree in transportation planning, urban or regional planning, engineering, geography, public administration or closely related field. The Associate Regional Planner requires degree AND two years of progressively responsible experience in transportation planning, urban or regional planning. The Senior Regional Planner requires degree AND four years of progressively responsible experience in transportation planning, urban or regional planning, one year of experience as an Associate Regional Planner within Tulare County Association of Governments (TCAG).

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.

ACCOUNTANT-AUDITOR III

\$4,802 - \$5,853 Monthly

EH AG & STANDARDS INSPECTOR AIDE

\$11.30 Hourly

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.tularecounty.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

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

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

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