



## CAREER OPPORTUNITIES

Week of March 20, 2023

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.tularecounty.ca.gov/hrd](http://www.tularecounty.ca.gov/hrd). Incomplete and late applications will be disqualified. These recruitments will establish employment lists to fill vacancies in departments and locations throughout Tulare County.

### **APPRAISER I/II**

**I: \$4,979 - \$6,068; II: \$5,609 - \$6,836 Monthly**

**FILING DEADLINE: 03/23/23**

Current vacancy is with the Assessor's office located in Visalia. Conduct appraisals of residential and smaller commercial and agricultural properties; perform field investigations including inspection and evaluation of properties, surrounding areas and structures, growing improvements, and determination of age, depreciation, quality and quantity; collect income and rental data, determine vacancy and loss factors, compute land values. Requires: Possession of a bachelor's degree that is acceptable within the accredited college or university system preferably with major course work in Business, Economics, Real Estate, or related fields (Transcript/Diploma submission may be required by the State Board of Equalization). Special Requirement: If submitting transcripts from an unaccredited institution, the State Board of Equalization requires that they be certified for equivalency prior to issuance of a temporary appraisal certificate. For more information: <https://www.naces.org/>. **Level II** also requires One (1) year of experience in property appraisal for tax or assessment purposes equivalent to an Appraiser I in Tulare County. Equivalency for Education: A combination of education and relevant experience in accordance with Property Tax Rule 283 may be qualifying.

### **BUILDING & CODE COMPLIANCE INSPECTOR III**

**\$5,014 - \$6,111 Monthly**

**FILING DEADLINE: 03/31/23**

Current vacancy with the Resource Management Agency in Visalia. Interpret code sections pertaining to electrical, plumbing, mechanical and structural system designs, ADA Regulations, and California Energy Requirements; inspect building and building sites to determine compliance with building codes, zoning and setback ordinances; cite violations, write stop work orders, and gather evidence for presentation to proper authorities for gaining compliance. Requires: Equivalent to completion of the twelfth grade, supplemented by technical or college level courses pertaining to the building trades, law enforcement or a related area AND four (4) years of experience in the building and compliance trades working in compliance with the California Building Codes and regulatory ordinances, preparing physical planning documents, or in building & code compliance activity OR four (4) years of investigative or inspection experience in a public agency performing field or office work in the enforcement of Federal, State and Local codes, regulations or ordinances relating to building codes, building plans, health and safety codes, zoning ordinances, abandoned vehicle abatement, employee housing, and/or other public nuisances.

### **CHILD SUPPORT SPECIALIST I**

**\$3,224 - \$3,929 Monthly**

**FILING DEADLINE: 03/23/23**

Current vacancies are with the Department of Child Support Services in Visalia. Explain child support procedures and regulations to case participants, attorneys, employers and other agencies regarding child support and paternity matters. Verify information by in-house investigation, through computerized resources, personal interviews, telephone, or form letters and contact with other agencies or institutions. Requires: Equivalent to completion of two (2) years of college level study in the behavioral or social sciences or a closely related field AND One (1) year of increasingly responsible experience involving interviewing and public contact, preferably in collections or eligibility determination.

### **CHILDREN SERVICES WORKER- SPANISH BILINGUAL**

**\$3,256 - \$3,968 Monthly\***

**FILING DEADLINE: 04/04/23**

Current vacancy is with the Health & Human Services Agency located in Tulare. Explain program purpose, rules and regulations to applicants and recipient families; interview applicants for CCS benefits to obtain personal, family, insurance and financial data required; determine residential and financial eligibility for CCS benefits; determine appropriate Medi-Cal program based on the medical condition of patient; ensure compliance with standards and regulations. Requires: Completion of 30 units of college level study in the health sciences, social sciences or closely related field OR direct and specific program experience may be substituted on a one (1) year of direct/specific experience for one (1) year of college education. Also required is one (1) year of public contact experience in interviewing clients or determining eligibility for services. \* Bilingual positions receive an additional fifty (\$.50) cents per hour.

### **CRIME SYSTEMS SPECIALIST I/II/III**

**I:\$4,890-\$5,960; II:\$5,514-\$6,721; III:\$6,388-\$7,786 Monthly**

**FILING DEADLINE: 03/29/23**

Current vacancy with the Tulare County Sheriff's Office, working in Visalia and Tulare. Assists law enforcement in the deployment of surveillance equipment, conduct research and data analysis of criminal data to assist in solving issues. Requires the equivalent of a bachelor's degree with course work in criminology, business or public administration, computer science, systems analysis, or closely related area AND one (1) year of increasingly responsible experience in a law enforcement environment providing technical support, data management or crime analysis for Level I; two (2) years for Level II, and four (4) years for Level III.

### **CRISIS SERVICES WORKER**

**\$4,608 - \$5,616 Monthly**

**FILING DEADLINE: 03/20/23**

Current vacancies with the Health and Human Services Agency, located in Visalia. Provides mental health, child and adult protective intervention services, and make appropriate referrals of patients. Requires: Equivalent to a bachelor's degree, in Social Work or a closely related field. Caseload management experience equivalent to a Social Services Worker III may be substituted for the educational requirement on a year-for-year basis.

### **DEPARTMENT SECRETARY**

**\$4,004 - \$4,880 Monthly**

**FILING DEADLINE: 03/20/23**

Current vacancies with multiple Tulare County departments located in Visalia. Act as an office manager to plan, supervise and direct the day-to-day clerical and administrative activities of the office, serve as liaison to the Employee Round Table, act as confidential secretary to a department official, organize correspondence for department head's, Requires: Equivalent to completion of the twelfth (12<sup>th</sup>) grade and four (4) years of increasingly responsible clerical, secretarial and executive secretarial experience involving frequent contact with the public.



## CAREER OPPORTUNITIES

### **ENGINEER III**

**\$7,651 - \$9,325 Monthly**

**FILING DEADLINE: 03/28/23**

Current vacancy with the Resource Management Agency in Visalia. Perform a variety of civil engineering work relating to road, bridge, and drainage design, survey, flood control, railroad crossing improvements, traffic channelization and solid waste projects. Requires bachelor's degree with major coursework in civil engineering or a closely related field AND three (3) years of progressively responsible experience in civil engineering.

### **EXTRA HELP ACCOUNTANT I**

**\$25.88 Hourly**

**FILING DEADLINE: 03/23/23**

Current vacancy with the Health & Human Services Agency, located in Visalia. Maintain departmental financial records and accounts using manual and/or automated systems; prepare accounting entries for revenue and expenditures, transfer of funds, worksheets to reconcile accounts, analysis of revenue and expenditures, and all necessary schedules; maintain claims using manual and/or automated systems. Requires: Bachelor's degree from an accredited college or university with major study in accounting, public administration or business administration including 15 semester hours in accounting.

### **EXTRA HELP ACCOUNT CLERK, SENIOR**

**\$16.91-\$20.61 Hourly**

**FILING DEADLINE: 03/30/23**

Current vacancy with the Tulare County Regional Transit Agency (TCRTA), located in Visalia. Perform the most difficult or complex clerical bookkeeping work. Make independent decisions regarding classification of source documents. Maintain a variety of detailed financial records. Analyze and interpret accounts and records. Requires: Equivalent to completion of the twelfth (12th) grade AND Two (2) years of general bookkeeping work.

### **EXTRA HELP GATE ATTENDANT**

**\$16.05 Hourly**

**FILING DEADLINE: 03/26/23**

Current vacancy with the General Services Agency/Parks & Recreation Division located in Cutler at Cutler Park. Receive fees, write receipts, and secure monies received, maintain accurate records of receipts and numbered receipt books, maintain security of stored funds. Requires completion of the twelfth (12th) grade or equivalent, and one (1) year of experience in public contact work, preferably involving the receiving, receipting, and securing of currency.

### **EXTRA HELP - HUMAN RESOURCES SPECIALIST I/II I: \$19.17 - \$23.36; II: \$ 22.18 - \$27.04 Hourly**

**FILING DEADLINE: 03/27/23**

Immediate vacancy with the Human Resources and Development Benefits Unit located in Visalia. **Position is with the Benefits Unit:** Prepare and process documents to activate changes in insurance benefit programs including initial enrollments, terminations, changes in dependent coverage, premium payments, waivers of premiums, and beneficiary designations for new employees and during open enrollment; participate in the preparation and maintenance of Human Resource/benefit records and files. Requires: equivalent to completion of two years of college with major course work in public or business administration or closely related field and two (2) years of experience in the Human Resource field with a concentration in benefits administration. In addition to the education requirement for the I Level, II Level requires three years of increasingly responsible experience with benefits administration and benefits record keeping systems that involved system planning, implementation, maintenance and significant data extraction, manipulation, and reporting.

### **EXTRA HELP STOCK CLERK**

**\$17.00 Hourly**

**FILING DEADLINE: 03/28/23**

Current vacancy with Resource Management Agency in Visalia. Receive shipments of supplies, materials, and equipment for stock; compare shipping invoices with quantities received and ordered; check items received for damage and take appropriate steps for their return or credit. Requires: Equivalent to completion of the twelfth grade and six (6) months of experience in a stock/storeroom or warehouse, storing, shipping and receiving supplies, materials, and/or mail, and keeping a variety of records, such as inventory.

### **INMATE PROGRAMS SPECIALIST**

**\$3,303 - \$4,026 Monthly\***

**FILING DEADLINE: 03/24/23**

Multiple, English & Spanish Bilingual, vacancies with the Tulare County Sheriff's Department located in Visalia. Conduct, organize and coordinate a variety of inmate programs/services; interview inmates to determine needs and placement. Requires: Graduation from an accredited college with an Associate's degree, in Business Administration, Criminal Justice, Sociology or a related field AND two (2) years of experience involving interviewing or counseling in a social services or criminal justice environment. \* Bilingual positions receive an additional fifty cents per hour.

### **IT LOGISTICS PLANNER III**

**\$6,207 - \$7,565 Monthly**

**FILING DEADLINE: 03/22/23**

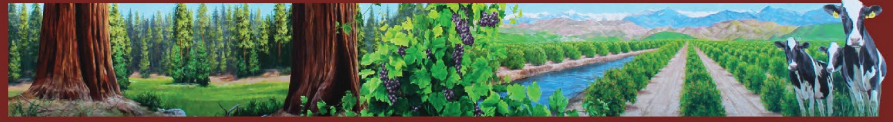
Current vacancy with the Tulare County Information and Communications Technology Department located in Visalia. Assists with project management; oversee the hardware planning process for efficient utilization of the space, power and cooling capacity in the installation, relocation and decommissioning of hardware. Requires: Completion of two (2) years of college coursework in computer science, information technology or related field AND three years of experience as a County of Tulare IT Logistics Planner OR five years of experience related to information Technology purchasing or facilities planning.

### **IT NETWORK ADMINISTRATOR I/II**

**I: \$5,888-\$ 7,176; II: \$6,841-\$8,337 Monthly**

**FILING DEADLINE: 03/31/23**

One current vacancy with the Tulare County Information Technology (TCICT) Department located in Visalia. The IT Network Administrator will assist in planning and implementing of the overall strategic goals of Tulare County's network system, carry out Network tasks assigned and perform scheduled maintenance on the Network; assume the role of Network monitoring using monitoring tools; perform initial trouble shooting. Requires: Completion of two years of college course work in computer science, information technology or related field AND Level I: requires work experience to provide knowledge of network administration, network design, and construction of LAN, WAN, with two years of VoIP experience. **Level II:** requires one year as a Network Administrator I (which includes at least 2 years of VoIP experience.) **OR** three years' experience in network administration, network design, and construction of LAN, WAN, and two years of VoIP experience.



## CAREER OPPORTUNITIES

### IT SYSTEMS TECHNICIAN I/II

**I: \$4,308 - \$5,250; II: \$5,003 - \$6,098 Monthly**

**FILING DEADLINE: CONTINUOUS**

One vacancy with Tulare County Information & Communications Technology (TCiTC), located in Visalia. Performs skilled work in the installation, repair, removal and relocation of a variety of server, infrastructure and data communication equipment. Equivalent to completion of the twelfth (12<sup>th</sup>) grade supplemented by vocational or technical courses in the operation and maintenance of network, telecommunication, and electronic communication equipment AND two (2) years of experience in the installation, maintenance, troubleshooting and repair of varied software applications, workstation, and server equipment required. **Level II** requires one (1) additional year of experience.

### MAINTENANCE WORKER I

**\$3,160 - \$3,851 Monthly**

**FILING DEADLINE: CONTINUOUS**

This recruitment will establish an employment list to fill current and any future vacancies for those County departments that have this position, which are the Fire Department and General Service Agency. Multiple current vacancies are with the General Services Agency, located in Tulare, Porterville and Visalia. Performs semi-skilled maintenance and repair work on buildings and grounds and to assist in more highly skilled maintenance projects. Requires completion of the twelfth grade or equivalent, AND two (2) years of experience in building or mechanical maintenance work or in the construction or building trades.

### MENTAL HEALTH CASE MANAGER I/II

**I: \$3,212 - \$3,915; II: \$3,546 - \$4,321 Monthly\***

**FILING DEADLINE: 04/04/23**

#### SPANISH BILINGUAL

Multiple vacancies with Health and Human Services Agency Mental Health Services in Visalia. Actively engages consumers/family to determine what services and support will assist in reaching their personal recovery goals, considering the consumer's/family's unique needs and preferences. Requires: Equivalent to completion of the twelfth (12<sup>th</sup>) grade AND **Level I**: Requires six (6) months experience in social services, mental health, or human services field. **Level II**: Requires one (1) year experience equivalent to that gained as Mental Health Case Manager I. \*Spanish bilingual designated positions are entitled to an additional \$.50 (cents) per hour.

### PLANNER I/II

**I: \$4,653 - \$5,671; II: \$5,195 - \$6,331 Monthly**

**FILING DEADLINE: 03/27/23**

One current vacancy with the Resource Management Agency (RMA) located in Visalia. Design and develop a variety of studies, plans, programs, and reports. Research and write reports, ordinances, recommendations, grant applications and correspondence. Review legal opinions and legislation and administer existing regulations pertaining to subjects such as the General Plan, zoning, environment, Community Development Block Grants, and land division. Requires: Equivalent to a Bachelor's degree from an accredited college or university with major course work in urban, regional or city planning; environmental studies; geography; architecture; or closely related field. **Level II**: One (1) year of experience performing professional level land use planning duties.

### REGIONAL/ASSOCIATE REGIONAL/SENIOR REGIONAL PLANNER

**FILING DEADLINE: 03/29/23**

**Regional: \$5,529 - \$6,739; Associate Regional: \$6,221 - \$7,581; Senior Regional Planner: \$7,129 - \$8,689 Monthly**

One current vacancy with the Tulare County Association of Government (TCAG) in Visalia, primarily assigned to the project implementation team. Projects associated with this position will be primarily active transportation projects in urban and rural settings, both small jurisdiction projects and large regional projects. Some work may be done in the transit division as well; Prepare Regional Transportation Plans, Transportation Improvement Programs, and other regional planning reports; prepare corridor and other regional transportation studies; Requires: Bachelor's degree from an accredited college or university with major courses in transportation planning; urban or regional planning; geography; public administration or a closely related field. **Regional Planner** - No experience required, **Associate Regional Planner**- Two (2) years of progressively responsible experience in transportation planning, urban or regional planning at a level equivalent to the Associate Planner in Tulare County. **Senior Regional Planner**- Three (3) years of progressively responsible experience in transportation planning, urban or regional planning, one (1) year of experience as an Associate Regional Planner within Tulare County Association of Governments (TCAG).

### RETIREMENT SPECIALIST I/II

**I: \$4,214 - \$5,136; II: \$4,554 - \$5,550 Monthly**

**FILING DEADLINE: 03/21/23**

One current vacancy with Tulare County Employee Retirement Association in Visalia. Respond to a wide variety of retirement questions for active, deferred, and retired members. Requires the equivalent of a Bachelor's degree in public or business administration, accounting or a related field AND **Level I**: one year of experience performing payroll processing or retirement related operations and software programs. **Level II**: requires two years of experience performing duties comparable to those of a Retirement Specialist I.

### RISK MANAGER

**\$110,000 - \$125,000 Annually\***

**FILING DEADLINE: CONTINUOUS**

One current vacancy with the County Counsel office. Risk Manager is responsible for the administration of County risk management programs which include general liability, worker's compensation, safety, disability management, medical malpractice and property and casualty. Risk Management is a division of the County Counsel's office. and oversees a current staff of fourteen (14). The County Counsel's Office currently has a staff of forty-six (46) which includes Attorneys, Paralegals and support staff. The County Counsel's main office is located in Visalia, California. Requires: Equivalent to graduation from an accredited college or university with major coursework in business or public administration, risk management, or a closely related field and three (3) years of progressively responsible experience in public agency risk management administration, including at least one (1) year in a supervisory capacity OR five years of risk management experience in private industry. For complete information and to apply, go to [www.tularecounty.ca.gov/hrd](http://www.tularecounty.ca.gov/hrd) or contact Tulare County Human Resources and Development (559) 636-4900. **First Review of Applications will be: March 31, 2023. \*This is an At-Will position salary may be appointed within the salary range listed above. THIS IS A CONTINUOUS RECRUITMENT. THIS RECRUITMENT MAY BE EXTENDED OR CLOSED AT ANY TIME.**



## CAREER OPPORTUNITIES

**SOCIAL SERVICES WORKER ASSISTANT  
SPANISH BILINGUAL**

**\$2,950 - \$3,595 Monthly\***

**FILING DEADLINE: 03/31/23**

One vacancy with the Health and Human Services Agency in Visalia. May include, but are not necessarily limited to the following: Interview clients at home, over the telephone, or in the office to assess health, mental health and/or social service needs; may assist professional staff with the less complex aspects of case management; make referrals to community resources and assist clients in accessing services. Requires: Equivalent to completion of the twelfth grade. \*Bilingual positions will receive an additional fifty cents per hour compensation.

**SOCIAL SERVICES WORKER III – CWS – LEAD**

**\$5,323 - \$6,488 Monthly**

**FILING DEADLINE: 03/20/23**

Current vacancies with the Health & Human Services Agency located in Visalia. To provide a lead supervising role to manage complex and difficult caseload involving one or more areas within the Child Welfare Services (CWS) spectrum; assign cases to other Social Services Workers III-CWS and consult with staff on various aspects of their cases; review and approve case treatment plans; assist in the completion of performance evaluations. Requires: Graduation from an accredited college or university with a bachelor's degree in social work or closely related field AND one (1) year of advanced case management experience equivalent to that of a Social Services Worker III-CWS in Tulare County.

**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.

<b>AUDITOR - APPRAISER I/II</b>	<b>I: \$4,983 - \$6,073; II: \$5,613 - \$6,841 Monthly</b>
<b>BOARD REPRESENTATIVE I/II/III</b>	<b>\$4,205 - \$6,902 Monthly</b>
<b>DEPUTY DISTRICT ATTORNEY</b>	<b>\$93,838 - \$133,328 Annually</b>
<b>DEPUTY PUBLIC DEFENDER</b>	<b>\$93,838 - \$133,328 Annually</b>
<b>EXTRA HELP - AG &amp; STDS INSPECTOR AIDE</b>	<b>\$16.53 Hourly</b>
<b>EXTRA HELP - PARKS &amp; GROUNDS WORKER</b>	<b>\$17.17 - 20.93 Hourly</b>
<b>EXTRA HELP - VETERINARIAN</b>	<b>\$51.36 - \$77.03 Hourly</b>
<b>IT SYSTEMS TECHNICIAN I/II</b>	<b>I: \$4,308 - \$5,250 ; II: \$5,003 - \$6,098 Monthly</b>
<b>LAW CLERK</b>	<b>\$4,019 - \$4,897 Monthly</b>
<b>MAINTENANCE ELECTRICIAN</b>	<b>\$3,891 - \$4,743 Monthly</b>
<b>MENTAL HEALTH TECHNICIAN I/II</b>	<b>I: \$3,309 - \$4,032; II: \$3,654 - \$4,453 Monthly</b>
<b>PLANNER IV</b>	<b>\$6,986 - \$8,514 Monthly</b>
<b>RISK MANAGER</b>	<b>\$110,000 - \$125,000 Annually</b>
<b>SHERIFF'S CORRECTIONAL COOK-LEAD</b>	<b>\$3,594 - \$4,381 Monthly</b>
<b>SOCIAL SERVICES WORKER III – CHILD WELFARE SERVICES</b>	<b>\$5,069 - \$6,178 Monthly</b>

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  
833 S. Akers Street  
Visalia, CA 93277  
Business: (559) 802-9495 or 1-800-757-9907  
Fax: (559) 740-4450  
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@tularecounty.ca.gov](mailto:humanres@tularecounty.ca.gov)  
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.*