VIRTUAL CAREER WORKSHOPS
FOR THE CALIFORNIA NATIONAL GUARD CREWS

PRESENTED BY THE CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION (CAL FIRE) AND RETURNING VETERANS: ENLISTING THEIR SKILLS FOR CAL FIRE SERVICE (R.V.E.T.S.)
INTRODUCTIONS
“R.V.E.T.S. is CAL FIRE’s grassroots effort to assist veterans, service members, and their families with integration and transition into service with the Department.”

CAL FIRE’S MISSION IS TO SERVE AND SAFEGUARD THE PUBLIC AND PROTECT THE PROPERTY AND RESOURCES OF CALIFORNIA.
ABOUT US

• CAL FIRE is an emergency response and resource protection Department with more than 8,000 fire professionals, foresters, and administrative employees, along with thousands of volunteers, inmates, and wards, responsible for protecting over 31 million acres of California’s privately-owned wildlands

• CAL FIRE provides varied emergency services in 36 of the State’s 58 counties via contracts with local governments

• CAL FIRE spans the entire State and is comprised of 21 operational units, two region operation centers, two region headquarters, Sacramento headquarters, Office of the State Fire Marshal satellite locations, stations, camps, forests, air attack and helitak bases, and more
CAL FIRE is an equal opportunity employer, providing equal opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.

CAL FIRE offers well-paying careers and opportunities for advancement.
CAL FIRE CAREERS

CAL FIRE utilizes over 170 civil service classifications and employs 13 different bargaining units.

• Administration [e.g., Accounting Administrators, Staff Services Analysts (General), Associate Governmental Program Analysts, Staff Services Managers]

• Aviation (e.g., Forestry Fire Pilots, Aviation Officers)

• Engineering (e.g., Mechanical Engineers, Civil Engineers)

• Law Enforcement (e.g., Deputy State Fire Marshals, Arson and Bomb Investigators)

• Resource Management (e.g., Registered Professional Foresters, Environmental Scientists, Archaeologists)

• Technology (e.g., Programmers, Information Analysts, Geographic Information Systems Analysts, Telecommunication Analysts)

• And, much more—check out career opportunities at www.fire.ca.gov/careers/
According to the Department’s Equal Employment Opportunity program, approximately 85% of the Department’s staffing is comprised of uniformed personnel in the primary fire suppression classifications provided below:

- Fire Fighter I
- Fire Fighter II
- Fire Fighter II (Paramedic)
- Fire Apparatus Engineer
- Fire Apparatus Engineer (Paramedic)
- Fire Captain
- Fire Captain (Paramedic)
**FIRE SUPPRESSION**

- **Fire Fighter I – Seasonal, non-testing**
  - ✓ $3,273 - $4,137 Base Salary (paid every month)
  - ✓ $1,625 - $2,055 Extended Duty Week Compensation (paid every 4 weeks)

- **Fire Fighter II**
  - ✓ $3,548 - $4,484 Base Salary (paid every month)
  - ✓ $1,762 - $2,227 Extended Duty Week Compensation (paid every 4 weeks)

- **Fire Apparatus Engineer**
  - ✓ $4,132 - $4,974 Base Salary (paid every month)
  - ✓ $2,052 - $2,470 Extended Duty Week Compensation (paid every 4 weeks)

- **Fire Captain**
  - ✓ $4,418 - $5,580 Range A Base Salary (paid every month) | $2,194 - $2,771 Range A Extended Duty Week Compensation (paid every 4 weeks)
  - ✓ $4,849 - $6,153 Range B Base Salary (paid every month) | $2,408 - $3,056 Range B Extended Duty Week Compensation (paid every 4 weeks)

- Paramedic classifications receive additional pay
- The work week is 72 hours per week, typically over 3-4 days depending on classification and assignment
- Overtime is earned after completion of 288 hours in a 28-day work period
FORESTRY

• Forestry Aide – Seasonal, non-testing
  ✓ $3,020 - $3,637 Base Salary (paid every month)
• Forestry Technician
  ✓ $3,346 - $4,227 Base Salary (paid every month)
• Forestry Assistant I
  ✓ $3,827 - $4,836 Base Salary (paid every month)
• Forestry Assistant II
  ✓ $4,394 - $5,554 Base Salary (paid every month)
• Forester I
  ✓ $5,590 - $7,070 Base Salary (paid every month)
• The work week is 40 hours per week, typically over 4-5 days depending on classification and assignment
• Overtime is earned after completion of 40 hours in each work week
Job Posting: Fire Fighter I

Department of Forestry & Fire Protection

Job Code #: JF-235249M
Position Title: Fire Fighter I
Working Authority: Fire Fighter I
Classification: FIRE FIGHTER I
Salary Range: $3,773.00 - $5,137.00 per month

Job Description and Duties

Under close supervision, as a temporary employee, to do heavy physical work involved in fire fighting as a member of a fire crew, to assist in building, grounds, and equipment maintenance and repair, and to do other related work.

As a member of a fire crew, to operate and maintain vehicles and equipment, to extract and extinguish fires in wildland, rural, and suburban areas, and to assist in the control of fires in building, grounds, and equipment maintenance and repair, to operate and maintain vehicles and equipment, to extract and extinguish fires in wildland, rural, and suburban areas, and to assist in the control of fires in building, grounds, and equipment maintenance and repair.

Working Conditions

Willing to work long and irregular hours and on weekends and holidays and remain on duty 24 hours a day, as required, with rapid, visual, auditory, and manual dexterity necessary to perform the assigned duties and physical strength, stamina and agility necessary to perform the duties of the position. Requires exposure to natural elements such as prolonged exposure to heat, cold, and inclement weather.

FELONY DISCLOSURE

Pursuant to California Penal Code 4871, any individual interested in seeking employment that requires working with inmates at a conservation camp must disclose any prior felony record at the time of application. If an inmate has been convicted of a felony, and has not received written consent, is committing a felony.

PRERA INFORMATION

Positions located at a Camp or requiring the supervision of inmates require completion of the Prison Rape Elimination Act (PRA). Completion is determined by completing a Live Scan prior to appointment and during the course of employment to verify the standards of the Code of Federal Regulations Part 119 Prison Rape Elimination Act National Standards are met.

Minimum Requirements

You will find the Minimum Requirements in the Class Specification.

Additional Documents

- Job Application Package Checklist

Position Details

Department Information

The California Department of Forestry and Fire Protection (Cal FIRE) is California’s fire department and natural resource management agency. The organization is comprised of nearly 10,000 permanent and seasonal employees. The mission of this Department is to serve and safeguard the people and protect the property and resources of California.
GENERAL INFORMATION

• Application period occurs November 1st through November 30th annually

• Hiring usually occurs between March and June, depending upon the year's fire and weather conditions

• The minimum qualification is that you must be 18 years of age at the time of appointment

• Applications will be accepted by mail, electronically, OR in-person at our Southern Region Headquarters (2020 – no in-person filing)

• Veterans’ Preference does not apply as this is a “non-testing” classification
TRAINING

REQUIRED but may be obtained after appointment.

- CAL FIRE Basic Fire Fighter Certificate
- California State Fire Marshal (SFM) Confined Space Awareness Certificate
- California SFM Hazardous Materials First Responder Operational Certificate
- Fire Fighter Survival (Structural)
- Federal Emergency Management Agency (FEMA) IS-100: Introduction to Incident Command System
- FEMA IS-700: An Introduction to the National Incident Management System (NIMS)
- FEMA IS-800: National Response Framework, An Introduction

No charge for these independent study courses and available online at https://training.fema.gov/is/.
TRAINING (CONT’D.)

REQUIRED but may be obtained after appointment.

• Cardiopulmonary Resuscitation (CPR)

• Emergency Medical Services (EMS) Qualifications (must have one of the following):
  ✓ Public Safety First Aid
  ✓ Emergency Medical Technician (EMT)
  ✓ Paramedic (EMT-P)

DESIRESABLE training

• SFM Accredited Fire Fighter I Academy or equivalent Fire Fighter I Academy taught at a California accredited institution of post-secondary education recognized by the American Council on Education

• SFM Fire Fighter I Certification
ACCEPTABLE TRAINING DOCUMENTS

• CAL FIRE only gives credit for training certifications and medical qualifications that meet certain criteria

• These standards are set by CAL FIRE Office of the State Fire Marshal, Training Center, and EMS Program

• An “Acceptable Documents” list is posted on the CAL FIRE Internet year round to help ensure you obtain the qualifications that will gain you credit in our hiring processes

• https://www.fire.ca.gov/media/9593/ffi-ffii-fae-acceptable-documents-final-09122019.pdf
HIRING

All applications received will be reviewed and applicants will be placed in the appropriate category as follows:

Category 0: The applicant has returnee rights to a CAL FIRE Unit.

Category 1: The applicant is considered "fully trained" and has provided an acceptable document showing completion of ALL of the required trainings AND either: Public Safety First Aid, EMT, or Paramedic.

Category 2: The applicant is considered "partially trained" and has provided an acceptable document showing completion of at least one of the required trainings, or one EMS qualification, or one of the desirable trainings.

Category 3: The applicant has not provided acceptable documentation.
Forestry Technician/Assistant Series

California State Personnel Board Specification
Series established August 31, 1982

Scope
This series specification describes three levels of Forestry Technicians/Assistants used in the Department of Forestry.

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<th>Suffix Code</th>
<th>Class Code</th>
<th>Class</th>
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<td>8Z6S</td>
<td>1085</td>
<td>Forestry Technician</td>
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<tr>
<td>8Y6S</td>
<td>1086</td>
<td>Forestry Assistant I</td>
</tr>
<tr>
<td>8Y66</td>
<td>1093</td>
<td>Forestry Assistant II</td>
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Definition of Series
The Forestry Technician/Assistant series describes positions throughout the State planned for training and developing individuals to perform in a variety of professional/technical assignments in resource management in State forests, nurseries, ranger units/districts, and in Regional and Sacramento headquarters assignments. The class series provides incumbent avenues for advancement into the Forester series. Advancement through the series to Forester I can be accomplished in approximately seven years, although actual time frames will vary among individuals based on their varying levels of education, work experience, and motivation. Since the number of positions are limited, change of location may be necessary to advance through the class series. Individuals desiring to advance to the Forester II position will need to pursue positions which provide varied and broad experience, as well as supplemental forestry course work if they do not have a forestry degree. The State Board of Forestry will accept only a minimal portion of actual fire suppression experience toward the experience requirement for the RPF license.

Typical assignments include forest practices, service forestry; State land surveys; chaparral management; nursery operations; insect control; range improvement; and ranger unit/district prefire planning, inspection, and program administration. Incumbents are considered part of the Department’s emergency response team and will perform fire suppression, prevention, and/or inspection duties during fire season and, infrequently, on other occasions. Individuals entering the series at any level must complete a basic Forest Fire Fighter Training Course prior to working in emergency assignments.
HIRING

• First testing classification in the Forester career path

• Positions are permanent and are typically used on Fuels Reduction Crews
  ✓ Duties include running chippers/chainsaws/other light equipment, felling trees, and assisting with prescribed fire projects

• Applications are accepted periodically throughout the year (3-4 times a year based on hiring needs)

• Hiring usually occurs throughout the year based on needs

• Six months of experience in resource management (such as fuels reduction work) and equivalent to completion of the 12th grade is one of the minimum qualification patterns

• Hiring process is completed by each Unit based on criteria they have developed
CIVIL SERVICE EMPLOYMENT
FIVE STEPS TO CIVIL SERVICE EMPLOYMENT

“The State of California is honored to employ many current and former service members and veterans of the United States Armed Forces.”

– California Department of Human Resources (CalHR)
stepONE | SELF ASSESSMENT

• Career based values (e.g., independence, stability, compensation, challenge, expression, influence)?

• Interests (e.g., likes, dislikes, indifference)?

• Skill sets?
  ✓ Translate military occupational specialties/classifications/ratings and other skills acquired into civilian speak.
  ✓ Avoid using acronyms.
  ✓ Consider all pre- and post-military training, education, and experience including, but not limited to, paid and unpaid work experience.
  ✓ Experience gained in working in collaboration with CAL FIRE including training received.

• Personality (e.g., natural characteristics, strengths, weaknesses)?
**step TWO | RESEARCH THE JOB**

- **Who is the employer?** – Start your research by visiting the employer’s website ([www.fire.ca.gov](http://www.fire.ca.gov))

- **What is their philosophy?** – Review the mission, vision, and values statements and strategic plan

- **What are the opportunities for advancement?** – What career paths are available? Should you choose to change your career later in your career, is there still opportunities to stay?

- **What are the tasks and responsibilities associated with the job?** – Read the class specification for the civil service classification(s) you are interested in. Class specifications are the legal definitions of the classifications.
  - CalHR database at [www.jobs.ca.gov](http://www.jobs.ca.gov)
  - CalHR Military Skills Translator – Veterans landing page at [https://www.calkcars.ca.gov/CalHRPublic/Landing/Veterans.aspx](https://www.calkcars.ca.gov/CalHRPublic/Landing/Veterans.aspx)
Obtain information – Create a CalCareer Account at https://www.calcareers.ca.gov/CalHRPublic/Login.aspx also subscribe to CAL FIRE’s ListServe for exam and job information at https://www.fire.ca.gov/careers/email-distribution-list-sign-up/.

Apply for examination(s) – Pay close attention to the information outlined in the examination bulletin.

Prepare for an examination – Read the examination bulletin in its entirety. Pay close attention to the Knowledge, Skills, and Abilities (KSAs). KSAs are also located in the class specification. KSAs are what the examination is developed from.

Employment list eligibility – Once you have received your score do not wait to be contacted via a contact letter for a vacancy. You must be proactive.
**Veteran Benefits**

- Veterans Preference – Any veteran, widow, or widower of a veteran, or spouse of a 100 percent disabled veteran, who achieves a passing score in an entrance examination, shall be ranked in the top rank of the resulting eligibility list.
  - Any veteran who has been dishonorably discharged or released is not eligible for Veterans’ Preference.
  - To apply for Veterans' Preference, a legible copy of the Certificate of Release or Discharge from Active Duty (DD 214) and a Veterans’ Preference Application (CalHR 1093) must be submitted to CalHR’s Examination Unit at 1515 S Street, Sacramento, California 95811, regardless of which department is administering the examination.

- Participation in Promotional Examinations – In evaluating minimum qualifications, related military experience shall be considered State civil service experience in a class deemed comparable by CalHR, based on the duties and responsibilities assigned.
• Job Announcements – The advertisement is as critical to researching the job as the examination bulletin is to the examination. The advertisement will provide you with a listing of what to supply, who to send it to, how to send it, the deadline for submission, and more.

• Review the duty statement – the class specification identifies the tasks and responsibilities associated with the civil service classification but the duty statement details the tasks and responsibilities unique to the position.

• Review your submission for typos, punctuation, format, consistency, and ease of read. Ensure all required documents are compiled and submitted with the package.
CREATING A CAL CAREER ACCOUNT
LET’S GET STARTED!

Benefits of a CalCareer Account
• Receive contact letters for job opportunities electronically
• Set up notifications for new job opportunities using Saved Searches
• Upload and store resume
• Easily view eligibility status
• Save and submit multiple applications electronically

https://www.jobs.ca.gov/CalHRPublic/Login.aspx
SELECT CREATE AN ACCOUNT

Log In

Create a CalCareer Account

If you do not already have a CalCareer Account, please create a new account by clicking on the "Create Account" button.

Getting a job with the State of California is now simpler than ever. Start by creating a CalCareer account. With an account, you can take state civil service examinations, store different versions of your application, apply for vacancies at 150 departments, track your application status and save your resume all in one place.

Benefits of a CalCareer Account

- Receive contact letters for job opportunities electronically
- Set up notifications for new job opportunities using Saved Searches
- Upload and store your resume
- Easily view your eligibility status
- Save and submit multiple applications electronically
- And much more...
COMPLETE ALL FIELDS
The State of California is honored to employ many current and former service members and veterans of the United States Armed Forces. Before you begin looking for a career with the state, we recommend you read more about the programs we have created specifically for you. Some may even give you an edge when applying for a job. When you are finished reading the information on this page, proceed to Step 1 below, and begin your search.
## CURRENT EXAMINATIONS

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<th>Exam Title</th>
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<td>COMMUNICATIONS OPERATOR</td>
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<td>12/2/2020</td>
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<td>0FS23</td>
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<td>DEPUTY STATE FIRE MARSHAL</td>
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<td>0FS21</td>
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<td>DEPUTY STATE FIRE MARSHAL III (Supervisor)</td>
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<td>DEPUTY STATE FIRE MARSHAL III (Specialist)</td>
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</table>
COMMUNICATIONS OPERATOR

Department of Forestry & Fire Protection

Monthly Salary: $5,300.00 - $5,922.00

Equal Employment & Drug Free Statements

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

It is an objective of the State of California to achieve a drug-free state work place. Any applicant for State employment will be expected to behave in accordance with this objective, because the use of illegal drugs is inconsistent with the law of the state, the rules governing civil service, and the special trust placed in public servants.

Who Can Apply

Persons who meet the minimum qualifications of the classification, as stated on this examination bulletin. All applicants must meet the education and/or experience requirements by the final filing date of December 2, 2020 unless otherwise noted on the class specification.
<table>
<thead>
<tr>
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<th>Job Count</th>
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<td>C. E. A.</td>
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<td>COMMUNICATIONS OPERATOR</td>
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<td>COOK SPECIALIST II</td>
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<tr>
<td>DEPUTY STATE FIRE MARSHAL III (Specialist)</td>
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<tr>
<td>FIRE CAPTAIN (PARAMEDIC)</td>
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Job Announcement

Job Posting: Communications Operator

Department of Forestry & Fire Protection

JC-221397 - Communications Operator
COMMUNICATIONS OPERATOR
$3,607.00 - $5,333.00 per Month
Final Filing Date: 11/2/2020

Apply Now

Application Methods:
Electronic (Using your CalCareer Account)
By Mail
Drop-off

Print Job
Save Job

Job Description and Duties

For questions related to the duties of the position contact Battalion Chief, Brian York by phone at (760) 227-9163 or by email at Brian.York@fire.ca.gov.

You will find additional information about the job in the Duty Statement.

Working Conditions

Must be available to work day and/or night shifts or a combination of each on a rotational basis, as well as to remain on duty and/or be called back to duty on short notice and for extended periods of time due to emergency activity.

Minimum Requirements

You will find the Minimum Requirements in the Class Specification.

- COMMUNICATIONS OPERATOR

Additional Documents

- Job Application Package Checklist
- Duty Statement

Position Details

Job Code #: JC-221397
Position #: 542-11A-1670-907
Working Title: Communications Operator
Classification: COMMUNICATIONS OPERATOR
$3,607.00 - $5,333.00 A
$4,918.00 - $6,633.00 B

Department Information

The California Department of Forestry and Fire Protection (CAL FIRE) is California’s fire department and resource management agency. The organization is comprised of nearly 8,000 permanent and seasonal employees. The mission of the Department is to serve and safeguard the people and protect the property and resources of California.
R.V.E.T.S.
WHAT WE DO

• Building Bridges – Working with CalGuard (Army and Air) to crosswalk Departmental civil service classifications

• Advocating with control agencies and influencers on the benefits of employing the Department of Defense Skills Bridge Program in civil service

• Exploring Governor’s initiatives to recognize CalGuard service in State of California employment beyond the typical civil service benefits afforded them

• Identify policy gaps, work with programs on issues impacting the military community, provide training on service members rights and responsibilities

• Attend job events at military installations and other venues

• Create business tools (e.g., pre- and post- deployment checklists, tools for hiring managers) and more

R.V.E.T.S. Core Team Member and San Mateo-Santa Cruz Fire Captain
Robert Simmons (U.S. Air Force)
From the CAL FIRE family to veterans, active service members and their families, “Thank you for your service and sacrifice.”

Recognizing the hardships, accompanying reintegration into the civilian workforce, as well as the valuable skills and experiences veterans possess, the California Department of Forestry and Fire Protection (CAL FIRE) has launched Returning Veterans; Enlisting Their Skills for CAL FIRE Service (R.V.E.T.S.). R.V.E.T.S. is CAL FIRE’s grassroots effort to assist veterans with integration and transition into service with the Department. In partnership with a variety of organizations including; but not limited to, the California Department of Veterans Affairs (CalVet), and the California National Guard (Cal Guard), and the United States Armed Services, R.V.E.T.S. explores a variety of employment options and educational opportunities for veterans who have successfully served as well as those who continue to serve in the National Guard and Reserves.

For those who are not familiar with the State’s civil service system, obtaining employment with the State of California can seem daunting at times. This page is designed as a
SUBJECT MATTER EXPERTS

REBECCA VATALARO
Assistant Manager, Southern Region Management Services
rebecca.vatalaro@fire.ca.gov
559-289-1838 cell

KELLY MANDELL
Manager, Northern Region Management Services
kelly.mandell@fire.ca.gov
707-477-2856 cell

TRISHA ADDISON
Assistant Deputy Director, Human Resource Management
trisha.addison@fire.ca.gov
916-533-3851 cell

WINDY C. BOULDIN
Deputy Director, Office of Program Accountability and
R.V.E.T.S. Coordinator
windy.bouldin@fire.ca.gov
916-206-5900 cell

SERENA ORTEGA
Chief, Equal Employment Opportunity Office
serena.ortega@fire.ca.gov
916-206-0878 cell

ANDREW HENNING
Chief of State Fire Training, Office of the State Fire Marshal
https://osfm.fire.ca.gov/media/1153/sftc_contactus.pdf

KERRY BRADFORD
Assistant Manager, Northern Region Management Services
kerry.bradford@fire.ca.gov
707-483-8265 cell
RESOURCES
CONTACTS

- **R.V.E.T.S. Hotline:** 916-327-3985 or visit the website at [https://www.fire.ca.gov/programs/rvets/](https://www.fire.ca.gov/programs/rvets/)
- Fire Fighter I Hiring Hotline: 951-901-5060
- Fire Fighter II Hiring Hotline: 951-901-5051
- Fire Apparatus Engineer/Fire Captain Hiring Hotline: 707-576-2963
- Forestry Aide/Defensible Space Inspector Hiring Hotline: 951-901-5066
- General Examination Information: 916-894-9580 or [CALFIREexams@fire.ca.gov](mailto:CALFIREexams@fire.ca.gov)
- Office of the State Fire Marshal State Fire Training webpage: [https://osfm.fire.ca.gov/divisions/state-fire-training/](https://osfm.fire.ca.gov/divisions/state-fire-training/)
- Office of the State Fire Marshal State Fire Training Contact Information Listing: [https://osfm.fire.ca.gov/media/1153/sftcontactus.pdf](https://osfm.fire.ca.gov/media/1153/sftcontactus.pdf)
- Limited Examination Appointment Program Examination Information: [https://www.calhr.ca.gov/state-hr-professionals/Pages/limited-examination-appointment-program.aspx](https://www.calhr.ca.gov/state-hr-professionals/Pages/limited-examination-appointment-program.aspx)
- Veterans’ Preference: [https://jobs.ca.gov/CalHRPublic/Landing/Jobs/VeteransInformation.aspx](https://jobs.ca.gov/CalHRPublic/Landing/Jobs/VeteransInformation.aspx)
THANK YOU!