



DEPARTMENT OF CONSUMER AFFAIRS  
ATHLETIC INSPECTOR



OPEN – STATEWIDE  
(INTERMITTENT EMPLOYMENT ONLY)

[www.dca.ca.gov](http://www.dca.ca.gov)

The State of California and DCA 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 work place. The use of illegal drugs is against state and federal laws, rules governing civil service and violates the special trust placed in public servants. Applicants for state employment are expected to be drug-free.

**WHO CAN APPLY** Applicants who meet the minimum qualifications and who have not taken this examination within the last 12 months.

**HOW TO APPLY** Submit a Standard State Application (Std. 678) and the Supplemental Application to the address indicated below. **DO NOT SUBMIT APPLICATIONS TO THE CALIFORNIA DEPARTMENT OF HUMAN RESOURCES (CalHR).** The State and supplemental applications are available by clicking on the following links.

- **The State Application (Std. 678)**
- **Supplemental Application**

**NOTE:** All applications must include “to” and “from” dates (month/day/year) and time base. **Applications received without this information may be rejected.** Resumes **will not** be accepted in lieu of a completed State Application, Form STD. 678.

**WHERE TO APPLY** **Hand deliver or mail to:**  
Department of Consumer Affairs  
Selection Services – Attn: T. ShereI  
1625 N Market Blvd., Suite N-321  
Sacramento, CA 95834

**FINAL FILE DATE** **April 8, 2016**

Applications must be **POSTMARKED** no later than the final filing date. Applications postmarked, personally delivered after the final filing date will not be accepted for any reason. Applications must have an original signature; therefore, faxed applications will not be accepted for any reason.

**SALARY RANGE** **Range A: \$21.60 - \$24.73 Hour**  
**Range B: \$27.25 - \$29.48 Hour**

**POSITION DESCRIPTION** Under the direction of the Executive Officer, Chief Athletic Inspector, or Assistant Chief Athletic Inspector of the State Athletic Commission, to do work involved in enforcing the State laws and rules of the State Athletic Commission regulating boxing, kickboxing, and martial arts; and to do other related work.

**Positions exist statewide.**

**REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION** All applicants must meet the education and/or experience requirements for this examination on the date that they complete and submit their application and supplemental application to the above address.

Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as “Either” I, “or” II, etc. For example, candidate’s possessing qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement.

**MINIMUM  
QUALIFICATIONS**

**Experience:**

***Either I***

Paid employment in boxing, kickboxing, or full-contact martial arts sports in several matches or exhibitions as an official, participant, manager, club owner, matchmaker, trainer, box-office employee, or as a news media reporter reporting boxing, kickboxing, or full-contact martial arts matches.

***Or II***

Two years of experience and involvement in the fields of boxing, kickboxing, or full-contact martial arts, or experience and involvement in the collection of State revenue assessment and of State taxes.

**EXAMINATION  
INFORMATION**

**Supplemental Application -- Weighted 100.00%**

This examination will consist of a supplemental application weighted 100%. To obtain a position on the eligible list, applicants must achieve a minimum rating of 70% on the supplemental application.

Candidates must complete the supplemental application which is designed to elicit a range of specific information regarding each candidate's knowledge, abilities, and potential to effectively perform the duties relative to the classification. **RETURN OF THE SUPPLEMENTAL APPLICATION IS MANDATORY.** Candidates who do not return the completed application (Std. 678) and the supplemental application will be eliminated from this examination.

**EXAM SCOPE**

**Knowledge of:**

1. State law and rules of the State Athletic Commission regulating boxing, kickboxing, and full-contact martial arts matches.
2. Procedure, equipment, and terminology of boxing, kickboxing, and full-contact martial arts sports in California.
3. Methods used in attempting to evade the laws and rules regulating licensed boxing, kickboxing, and full-contact martial arts.
4. General knowledge of State operations dealing with collection of revenue, calculations of budgets, and assessment of State taxes.

**Ability to:**

1. Read and write English at a level required for successful job performance.
2. Interpret and apply the State law and the rules of the State Athletic Commission regulating boxing, kickboxing, and full-contact martial arts and detect evasions.
3. Make attendance estimates, compute ticket sales, and prepare simple financial reports.
4. Write concise but comprehensive reports.
5. Maintain cooperative relations with persons contacted in the course of the work.
6. Analyze situations accurately and adopt an effective course of action.
7. Follow oral and written directions.

**SPECIAL PERSONAL  
CHARACTERISTICS  
ADDITIONAL  
DESIRABLE  
QUALIFICATION**

Keeness of observation and tact.

Education equivalent to completion of the twelfth grade.

**ELIGIBLE LIST  
INFORMATION**

An Open Statewide eligible list will be established for the Department of Consumer Affairs. The list will be abolished 12 months after it is established unless the needs of the service and conditions of the list warrant a change.

**VETERANS  
PREFERENCE  
CREDITS**

Veteran's preference will be added to the final score of those competitors who are successful in this examination and who qualify for and have requested these points THROUGH California Department of Human Resources (CalHR). Veterans who have achieved permanent civil service status are not eligible to receive veteran's credits.

**QUESTIONS?**

If you have any questions concerning this announcement, please contact the Department of Consumer Affairs, Selection Services & Recruitment Unit, 1625 N. Market Blvd., Ste. N321, Sacramento, CA 95834. (916) 574-8370.

### GENERAL INFORMATION

**The Department of Consumer Affairs reserves** the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

**It is the candidate's responsibility** to contact the Department of Consumer Affairs' Selection Services Unit at (916) 574-8370 three weeks after the final file date if a progress notice is not received.

**Applications are available at** [www.jobs.ca.gov](http://www.jobs.ca.gov).

**If you meet the requirements stated** on this bulletin, you may take this examination. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in the examination described on this bulletin will be compared against predetermined rating criteria. All candidates who pass will be ranked according to their scores.

**Employment lists:** Employment lists are established by competitive examination and are used in the following order, regardless of list date: 1) sub divisional promotional, 2) departmental promotional, 3) multi-departmental promotional, 4) service wide promotional, 5) departmental open, and 6) open. The oldest dated list will be used first. All lists will expire in one to four years unless otherwise stated on this bulletin.

**Veterans' Preference:** Effective January 1, 2014, in accordance with Government Code 18973.1 and 18973.5, Veterans' Preference will be awarded as follows: 1.) 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. 2.) An entrance examination is defined, under the law, as any open competitive examination. And 3.) Veterans' Preference is not granted once a person achieves permanent civil service status. Veteran status is verified by the California Department of Human Resources (CalHR). Directions to apply for Veterans' Preference are on the Veterans' Preference Application (Std. Form 1093), which is available at <http://jobs.ca.gov/Job/Veteransinformation>, and the Department of Veterans Affairs.

**General Qualifications:** Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others. Competitors must be in a state of health consistent with the ability to perform the essential functions of the duties assigned to the class. A medical examination may be required. In open examinations, investigation of employment records, personal history, and fingerprinting may be required.

# ACKNOWLEDGEMENT FORM

**ATHLETIC INSPECTOR  
DEPARTMENT OF CONSUMER AFFAIRS  
SUPPLEMENTAL APPLICATION  
6CA05**

Name \_\_\_\_\_  
(Please Print)

Phone: (home) \_\_\_\_\_

(work) \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Completion of this form is a necessary part of the selection process and must be submitted **along** with the State application (Std. 678) to:

Department of Consumer Affairs  
Selection Services Unit, Attn: T. Sherel  
1625 North Market Blvd., Suite N-321  
Sacramento, CA 95834

**CANDIDATES WHO DO NOT COMPLETE THIS SUPPLEMENTAL APPLICATION WILL BE ELIMINATED FROM THE SELECTION PROCESS.**

The purpose of this supplemental application is to obtain enough job-related information to determine the qualified competitors.

Be sure to answer all questions completely and accurately. OMITTED INFORMATION CANNOT BE CONSIDERED OR ASSUMED. All experience noted must be verifiable with the contact information note on the Supplemental Application.

I certify and acknowledge that the information provided is accurate and complete to the best of my knowledge. I understand that any falsification may cancel any terms, conditions, or privileges of employment.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date Signed

# **PART I**

## **EXPERIENCE**

1. Employer Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Supervisor who can verify information? \_\_\_\_\_

2. Employer Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Supervisor who can verify information? \_\_\_\_\_

3. Employer Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Supervisor who can verify information? \_\_\_\_\_

4. Employer Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Supervisor who can verify information? \_\_\_\_\_

5. Employer Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Supervisor who can verify information? \_\_\_\_\_

DEPARTMENT OF CONSUMER AFFAIRS  
ATHLETIC INSPECTOR  
SUPPLEMENTAL APPLICATION

**PART II**

**PROVIDE EXPERIENCE PERFORMING THE FOLLOWING:**

**Minimum qualifications A, B or C**

- A.** Experience in boxing, kickboxing, or full-contact martial arts sports as an official, participant, manager, club owner, matchmaker, trainer, box-office employee, or a news media reporter reporting boxing, kickboxing or full-contact martial arts matches.

6 – 10 events \_\_\_\_\_  
11 - 25 events \_\_\_\_\_  
over 25 events \_\_\_\_\_

CODE: \_\_\_\_\_

Use the codes (1, 2, 3, 4, 5) from part I of this form to indicate where your experience was acquired.

- B.** The number of year's involvement in the field of boxing, kickboxing, or full-contact martial arts.  
(year =full time at 40 hrs a week)

2 - 3 years \_\_\_\_\_  
4 - 5 years \_\_\_\_\_  
5 or more year's \_\_\_\_\_

CODE: \_\_\_\_\_

Use the codes (1, 2, 3, 4, 5) from part I of this form to indicate where your experience was acquired.

- C.** The number of years involved in collection of State revenue assessment and of State taxes.  
(year =full time at 40 hrs a week)

2 - 3 years \_\_\_\_\_  
4 - 5 years \_\_\_\_\_  
5 or more year's \_\_\_\_\_

CODE: \_\_\_\_\_

Use the codes (1, 2, 3, 4, 5) from part I of this form to indicate where your experience was acquired.

- D.** Experience interpreting and applying State laws and rules of the State Athletic Commission regulating boxing, kickboxing, and/ or full-contact martial arts.

6 - 10 events \_\_\_\_\_  
11 - 25 events \_\_\_\_\_  
over 25 events \_\_\_\_\_

CODE: \_\_\_\_\_

Use the codes (1, 2, 3, 4, 5) from part I of this form to indicate where your experience was acquired.

**PART II (continue)**

**PROVIDE EXPERIENCE PERFORMING THE FOLLOWING:**

E. Experience writing clear and concise reports/completing forms in the field of boxing, kickboxing or full-contact martial arts.

- 0 – 1 year \_\_\_\_\_
- 2 – 4 years \_\_\_\_\_
- 5 or more year's \_\_\_\_\_

CODE: \_\_\_\_\_

Use the codes (1, 2, 3, 4, 5) from part I of this form to indicate where your experience was acquired.

F. Experience detecting illegal activities or action which could result in injury or death to event participants in the field of boxing, kickboxing or full-contact martial arts.

- 1 - 2 events \_\_\_\_\_
- 3 - 4 events \_\_\_\_\_
- 5 or more events \_\_\_\_\_

CODE: \_\_\_\_\_

Use the codes (1, 2, 3, 4, 5) from part I of this form to indicate where your experience was acquired.