

Staff Services Analyst (General)

Transfer Exam

Department: Department of Financial Protection and Innovation
Exam Type: Departmental, Transfer Exam
Final Filing Date: Continuous Filing

CLASSIFICATION DETAILS

Staff Services Analyst (General) - Range A \$3,534 - \$4,428 per month
(As of July 1, 2022) Range B \$3,826 - \$4,789 per month
Range C \$4,588 - \$5,744 per month

View the [classification specification](#) for the Staff Services Analyst (General) classification.

APPLICATION INSTRUCTIONS

The Staff Services Analyst (General) Transfer Exam Request forms will be accepted on a continuous basis throughout the year. Request forms received after the cut-off date will be held for the next exam testing administration.

Cut-Off Dates: March 15 | September 15

Who Should Apply:

This is a transfer examination for the Department of Financial Protection and Innovation (DFPI). Admission to the Staff Services Analyst (General) Transfer Exam is limited to current DFPI employees who meet the requirements to laterally transfer to the Staff Services Analyst (General) classification.

How To Apply:

Submit the Staff Services Analyst (General) Transfer Exam Request form by email to: careers@dfpi.ca.gov, postal mail, or in person to:

DEPARTMENT OF FINANCIAL PROTECTION AND INNOVATION

ATTN: HUMAN RESOURCES OFFICE/EXAMINATION UNIT

2101 ARENA BLVD

SACRAMENTO, CA 95834

EXAMINATION DATES

Written tests will be scheduled in April and October as conditions warrant and may be subject to change based on testing needs. Candidates will receive notice of the written examination at least ten (10) working days prior to their scheduled test date.

SPECIAL TESTING ARRANGEMENTS

If you require assistance or alternative testing arrangements due to a disability, mark the appropriate box in Question 4 on the Staff Services Analyst (General) Transfer Exam Request form. You will be contacted about testing arrangements.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION

To qualify for the Staff Services Analyst (General) Transfer Exam, applicants must meet the requirements to laterally transfer to the Staff Services Analyst (General) classification. Appropriateness of lateral transfer will be determined upon receipt of the applicant's completed Staff Services Analyst (General) Transfer Exam Request form. State Personnel Board Rules 425, 430, 432, and 435 contain general provisions for lateral transfer.

EXAMINATION INFORMATION

This examination will consist of a written test weighted pass or fail. A passing score on the written transfer exam qualifies the candidate for transfer to the Staff Services Analyst (General) classification indefinitely. Candidates who do not pass the exam (including those who do not appear for their scheduled exam) must wait six (6) months before they can test again.

WRITTEN TEST SCOPE

1. Quantitative Analysis
2. Data Analysis and Interpretation
3. Workload Management/Project Management

QUESTIONS

Questions regarding the Staff Services Analyst (General) Transfer Exam can be emailed to the Department of Financial Protection and Innovation's Examination Unit at: careers@dfpi.ca.gov.

EQUAL OPPORTUNITY EMPLOYER

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right of 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.

DRUG-FREE STATEMENT

It is an objective of the State of California to achieve a drug-free State workplace. 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.

GENERAL INFORMATION

The Staff Services Analyst (General) Transfer Exam Request form is available online at: www.dfpi.ca.gov and at the Department of Financial Protection and Innovation, Human Resources Office, 2101 Arena Blvd, Sacramento, CA 95834, careers@dfpi.ca.gov, (916) 576-3182, (916) 576-3179.

The Department of Financial Protection and Innovation 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 applicants will be notified.

Examination Locations: If this examination requires a written test, it will be given in such places in California as the number of applicants and conditions warrant. Examinations are typically scheduled in Los Angeles, Sacramento, San Diego, and/or San Francisco. However, locations may be limited or extended as conditions warrant.

TDD is Telecommunications Device for the Deaf and is reachable only from a phone equipped with a TDD Device.

California Relay (Telephone) service for the deaf or hearing-impaired:

From TDD Phone: 1-800-735-2929
From Voice Phone: 1-800-735-2922

STAFF SERVICES ANALYST (GENERAL) TRANSFER EXAM REQUEST

NAME (Last)	(First)	(M.I.)	LAST FOUR DIGITS OF SSN ** XXX-XX-
MAILING ADDRESS	(Number)	(Street)	WORK TELEPHONE NUMBER ()
(City)	(County)	(State)	(Zip Code)
			WORK EMAIL ADDRESS

ANSWER THE FOLLOWING QUESTIONS:

1. Are you currently employed by the Department of Financial Protection and Innovation?

YES NO

Division/Office: _____ Position Number: _____

2. Current Job Classification: _____

3. Current Work Location: _____

4. Do you need an accommodation to take the examination (written test)?
(If "Yes", you will be contacted about testing arrangements.)

YES NO

QUALIFICATION FOR LATERAL TRANSFER: Consideration for lateral transfer is based on State Personnel Board Rules 425, 430, 432, and 435.

SIGNATURE: _____ **DATE:** _____

APPLICANTS: DO NOT WRITE IN THE SPACE BELOW - FOR HUMAN RESOURCES USE ONLY

Highest A01, A20, A21, or A22 Classification:		Date Test Scheduled:	
Appointment Date:		Date Notified of Test:	
Tenure/Time-Base:		Date Tested:	
<input type="checkbox"/> ACCEPTED <input type="checkbox"/> REJECTED		<input type="checkbox"/> PASSED <input type="checkbox"/> FAILED	
Verified By:		Total Score:	
		Date Score Entered:	
Signature:		Date Results Sent:	
		Scored By:	

****Privacy Statement**

Applicant's last four digit of Social Security Number (SSN) is optional. It is requested by the Department of Financial Protection and Innovation's Human Resources Office to verify civil service eligibility for the Staff Service Analyst (General) Transfer Exam, per State Personnel Board Rule 174.