

Job Posting: Assistant Deputy Director, Pipeline Safety and CUPA

Department of Forestry & Fire Protection

JC-505438 -
Assistant Deputy Director, Pipeline Safety and CUPA
C. E. A.

\$10,349.00 - \$18,295.00 per Month

New to State candidates will be hired into the minimum salary of the classification or minimum of alternate range when applicable.

Final Filing Date: 2/15/2026

Job Description and Duties

The Assistant Deputy Director, Pipeline Safety and CUPA, in the Office of the State Fire Marshal (OSFM), will oversee the Pipeline Safety Division (PSD), the OSFM Certified Unified Program Agencies (CUPA), the OSFM Perfluoroalkyl and Polyfluoroalkyl Substance (PFAS) and Carbon Dioxide (CO₂) Programs within the Department of Forestry and Fire Protection (CAL FIRE). The incumbent also serves as the State of California Hazardous Liquid Program Manager for the US Department of Transportation (US DOT) and directs and administers statewide policies and programs that directly impact the hazardous liquid, hazardous materials inventory and chemical foam safety industries, OSFM mission, and the CAL FIRE strategic plan. In addition, the incumbent will also be responsible for directing, administering and enforcing federal regulations relating to hazardous pipeline safety and the US DOT's Pipeline and Hazardous Materials Administration (PHMSA)'s guideline to maintain its grant funding.

You will find additional information about the job in the [Duty Statement](#).

Working Conditions

- The work location for this position may be based on the location of the selected candidate, with offices in either Sacramento or Long Beach.
- This position may require travel up to 35% of the time. This travel may be local or statewide and may result in overnight stays.
- This position allows for up to one telework day per week and is considered **office-centered**.

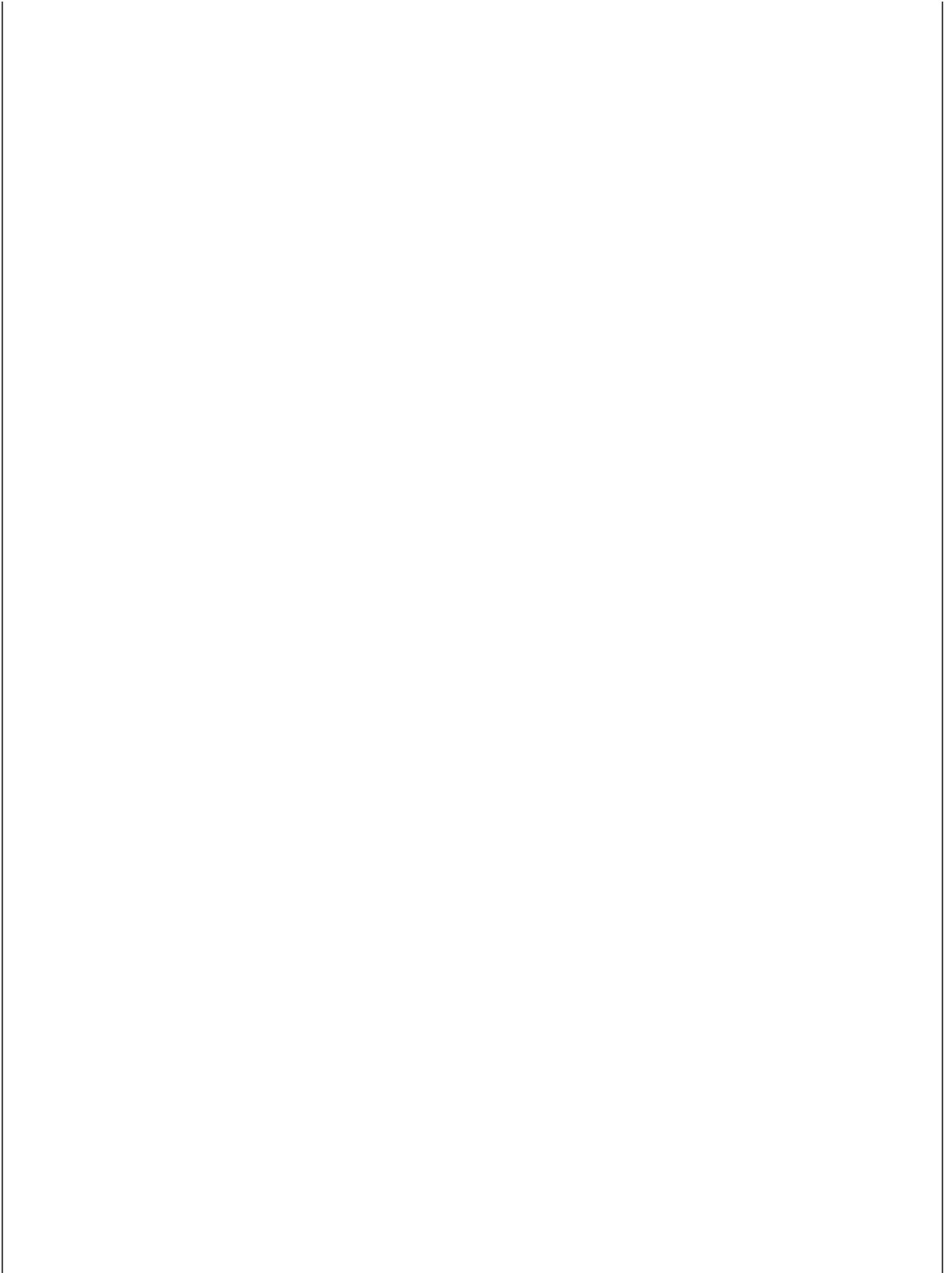
Minimum Requirements

This position does not have a Classification Specification. Requirements and qualifications for this position can be found in this announcement. For additional questions, please contact the hiring department listed below.

- C. E. A.

Additional Documents

- Job Application Package Checklist
- Duty Statement



Position Details

Job Code #: JC-505438
Position #(s): 543-541-7500-002

Working Title:

Assistant Deputy Director, Pipeline Safety and CUPA

Classification:

C. E. A.

\$10,349.00 - \$18,295.00 A

New to State candidates will be hired into the minimum salary of the classification or minimum of alternate range when applicable.

of Positions: 1

Work Location: United States

Telework: Hybrid

Job Type:

Career Executive Assignment - Non Tenured,
Full Time

Facility: Statewide

Department Information

California Department of Forestry and Fire Protection (CAL FIRE)

Mission: CAL FIRE Serves and Safeguards the People and Protects the Property and Resources of California.

Shared Values:

- Integrity
- Service
- Community
- Diversity

CAL FIRE is California's fire department and resource management agency.

The organization is comprised of nearly 12,000 permanent and seasonal employees. When you join CAL FIRE, you join a family of employees who function as a team. You will build trust and friendship with your co-workers, as together you respond to emergencies and challenging situations. CAL FIRE provides employees with a variety of career choices and opportunities for advancement! Visit our website for more information: [Join CAL FIRE](#)

The Office of the State Fire Marshal (OSFM) is the CAL FIRE program that protects life and property through the development and application of fire prevention, engineering, training and education, and enforcement. As part of this mission, OSFM establishes a fire-safe environment for the people of California, which serves as a foundation for local agencies to build on as they strive to meet their specific goals. The OSFM website serves as a valuable resource and a one-stop-shop for all things related to these goals.

Visit our website for more information: [Office of the State Fire Marshal](#)

*CAL FIRE provides equal opportunity to all regardless of race, color, creed, national

origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation. Click the link for more details: [Equal Employment Opportunity | CAL FIRE](#)



Application Instructions

Completed applications and all required documents must be received or postmarked by the Final Filing Date in order to be considered. Dates printed on Mobile Bar Codes, such as the Quick Response (QR) Codes available at the USPS, are not considered Postmark dates for the purpose of determining timely filing of an application.

Final Filing Date: 2/15/2026

Who May Apply

Individuals who are eligible to be appointed to this Career Executive Assignment (CEA) by the State of California.

How To Apply

Complete Application Packages (including your Examination/Employment Application (STD 678) and applicable or required documents) must be submitted to apply for this Job Posting. Application Packages may be submitted electronically through your CalCareer Account at www.CalCareers.ca.gov. When submitting your application in hard copy, a completed copy of the Application Package listing must be included. If you choose to not apply electronically, a hard copy application package may be submitted through an alternative method listed below:

Address for Mailing Application Packages

You may submit your application and any applicable or required documents to:

Department of Forestry & Fire Protection
CAL FIRE Examination Unit
Attn: Ashley Stewart
710 Riverpoint Court
West Sacramento, CA 95605

Address for Drop-Off Application Packages

You may drop off your application and any applicable or required documents at:

Department of Forestry & Fire Protection
CAL FIRE Examination Unit
Attn: Ashley Stewart
710 Riverpoint Court, Suite 250
West Sacramento, CA 95605
08:30 AM - 04:30 PM

Required Application Package Documents

The following items are required to be submitted with your application. Applicants who do not submit the required items timely may not be considered for this job:

- Current version of the State Examination/Employment Application STD Form 678 (when not applying electronically), or the Electronic State Employment Application through your Applicant Account at www.CalCareers.ca.gov. All Experience and Education relating to the Minimum Qualifications listed on the Classification Specification should be included to demonstrate how you meet the Minimum Qualifications for the position.
- Resume is required and must be included.
- Statement of Qualifications - A Statement of Qualifications (SOQ) is **REQUIRED** and must be submitted with your application (STD. 678) packet to be considered for this examination. Please see the section in this bulletin below titled, "Statement of Qualifications Instructions" for more detailed information.

NOTE - Resumes do NOT take the place of the SOQ. If you do not submit an SOQ, you will be disqualified.

Applicants requiring reasonable accommodations for the hiring interview process must request the necessary accommodations if scheduled for a hiring interview. The request should be made at the time of contact to schedule the interview. Questions regarding reasonable accommodations may be directed to the EEO contact listed on this job posting.

Examination Qualification Requirements

All applicants must possess the knowledge and abilities, and any other requirements, described in this announcement.

Note: Eligibility to take a CEA examination does not require current permanent status in the civil service.

General Qualifications

State civil service employees must possess essential general qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others.

Knowledge and Abilities

Applicants must demonstrate the ability to perform high administrative and policy – influencing functions effectively. Such overall ability requires possession of most of the following more specific knowledge and abilities:

1. Knowledge of the organization and functions of California State Government including the organization and practices of the Legislature and the Executive Branch; principles,

practices, and trends of public administration, organization, and management; techniques of organizing and motivating groups; program development and evaluation; methods of administrative problem solving; principles and practices of policy formulation and development; and personnel management techniques; the department's or agency's Equal Employment Opportunity Program objectives; and a manager's role in the Equal Employment Opportunity Program.

2. Ability to plan, organize, and direct the work of multidisciplinary professional and administrative staff; analyze administrative policies, organization, procedures and practices; integrate the activities of a diverse program to attain common goals; gain the confidence and support of top level administrators and advise them on a wide range of administrative matters; develop cooperative working relationships with representatives of all levels of government, the public, and the Legislature and Executive branches; analyze complex problems and recommend effective courses of action; and prepare and review reports; and effectively contribute to the department's or agency's Equal Employment Opportunity objectives.

These knowledge and abilities are expected to be obtained from the following kinds of experience with substantial participation in the formulation, operation and/or evaluation of program policies (experience may have been paid or volunteer; in State service, other government settings, or in a private organization):

CEA Level A - Responsible for broad administrative and program activities, including the execution and/or evaluation of program policies.

CEA Level B - Responsible for extensive managerial and program administration or broad program manager experience with substantial participation in the formulation, operation, and/or evaluation of program policies.

CEA Level C - Responsible for extensive highly professional influence and contributes to program, policy, and the methods to provide professional services needed to set policies, to meet the mission of the State department and often exercising technical and or professional skills that are required at this level.

Desirable Qualifications

In addition to evaluating each candidate's relative ability, as demonstrated by quality and breadth of experience, the following factors will provide the basis for competitively evaluating each candidate:

In your Statement of Qualifications (SOQ) document, please address how you possess each DESIRABLE QUALIFICATION (numbered below) using specific examples from your experience, education, and training. Qualifying experience within CAL FIRE is typically acquired at the Division Chief (Office of the State Fire Marshal) and/or the Supervising Pipeline Safety Engineer level, or above.

1. Provide at least two examples of how your education and experience can benefit you when working with the Office of the State Fire Marshal's Pipeline Safety Division including the Certified Unified Program Agencies (CUPA), Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS) and Carbon Dioxide (CO₂) Programs.
2. Provide at least two examples of how you demonstrate leadership in a pipeline accident investigation and how you analyze complex, highly sensitive and controversial pipeline

safety issues and recommend effective courses of action including preparing and/or reviewing reports that impact the state or region.

3. Describe at least two examples of your experience which includes strong management skills, particularly in policy and statewide program direction, and the demonstrated ability to facilitate the establishment of priorities, create a clear vision, set short and long-range goals.

4. Provide at least two examples to demonstrate your experience in both written and oral communication skills with internal and external staff, and the ability to communicate and represent the department before key stakeholders, State and Federal governmental officials, special interest groups, and local constituents.

5. Demonstrate two instances of your experience in a managerial capacity with responsibility for program activities including but not limited to pipeline inspection, audit, investigation and enforcement relating to United States (US) Department of Transportation (DOT) Pipeline Hazardous Materials Safety Administration (PHMSA) Federal regulations.

6. Give two examples about your in-depth experience with administrative and operational matters, particularly in areas related to pipeline safety programs, including monitoring and management of all grant/funding requirements.

Examination Information

Interested applicants **MUST** submit the following:

- **State Application (STD. 678)**
- **Resume**
- **Statement of Qualifications (SOQ)**

The SOQ evaluation will be conducted by a screening committee.

The screening committee will compare each applicant's qualifications for the position against specific job-related evaluation criteria developed from the knowledge, skills, and abilities and the DESIRABLE QUALIFICATIONS contained in this examination bulletin. Based on the competitiveness of the group, the most qualified candidates may be scheduled for an interview as part of the examination process, if it is deemed necessary in order to make a selection.

Your signature on your application signifies that the information provided in your application, resume, and SOQ is true and factual, and that any false, incomplete, or inaccurate statements may result in disqualification from the examination process.

Applicants who do NOT submit the SOQ will be eliminated from the examination process.

If you meet the requirements stated in this announcement, you may take this competitive examination. Possession of the Examination Qualifications requirements does not assure a place on the eligible list. Your performance in the examination will be compared with the performance of others who take this examination, and all successful candidates will be ranked according to their scores.

A minimum rating of 70% must be attained in the Examination to obtain list eligibility for this position. All candidates will receive written notification of their examination results.

The results of this examination will only be used to fill this position. Applications will be retained for twelve months.

Hiring interviews for the Job may be conducted with the most qualified candidates.

The examining Department 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 law and rules and all competitors will be notified.

Special Testing Arrangements

If you have a disability and need special testing arrangements, answer the Reasonable Accommodations question appropriately on your Application (STD 678). You will be contacted to make specific arrangements. Questions regarding reasonable accommodations may be directed to the EEO contact listed on this announcement.

Benefits

Benefit information can be found on the [CalHR](#) website and the [CalPERS](#) website.

Contact Information

The Human Resources Contact is available to answer questions regarding the position or application process.

Human Resources Contact:

Ashley Stewart
(916) 894-9912
ashley.stewart@fire.ca.gov

Please direct requests for Reasonable Accommodations to the interview scheduler at the time the interview is being scheduled. You may direct any additional questions regarding Reasonable Accommodations or Equal Employment Opportunity for this position(s) to the Department's EEO Office.

EEO Contact:

Reasonable Accommodation Coordinator
(916) 767-8359
ReasonableAccommodations@fire.ca.gov

California Relay Service: 1-800-735-2929 (TTY), 1-800-735-2922 (Voice) TTY is a Telecommunications Device for the Deaf, and is reachable only from phones equipped with a TTY Device.

STATEMENT OF QUALIFICATIONS INSTRUCTIONS

When preparing your Statement of Qualifications (SOQ), please follow these instructions:

The SOQ is a narrative document that explains how the applicant's experience, education, training, and skills meet the **DESIRABLE QUALIFICATIONS** for the position. The SOQ serves as documentation of each applicant's ability to present information clearly and concisely in writing and is your written presentation to the examination panel. (*Applicants who fail to submit the SOQ will be eliminated from the examination.*)

In your SOQ please address how you possess each DESIRABLE QUALIFICATION using specific examples from your experience, education, and training. This will be the **ONLY** tool used for determining your final score and rank on the eligibility list.

In order to be considered for this examination, your SOQ **MUST** follow the instructions listed below. Failure to follow these instructions may result in *disqualification* from the testing process:

- Typed (handwritten documents will NOT be accepted)
- Each desirable answered separately and numbered in the same order as listed on this bulletin under the DESIRABLE QUALIFICATIONS section.
- Single spaced
- Arial, 12-point font
- 1" header, footer, and margins
- No more than six (6) pages (additional pages will NOT be scored)

****Resumes do NOT take the place of the SOQ****

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 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. 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.