



State of California Application Instructions

Read the following instructions carefully before completing this application. Please complete the application on a computer or print in ink. All questions **must** be answered completely and accurately, except as noted. You may be disqualified for any false or misleading statements or for omitting information. The information you furnish will be used to apply for a job, determine your eligibility and/or may be the basis for arriving at your final rating in an examination. During the course of an examination, you may be requested to provide additional information regarding your qualifications, your preference regarding work location, shifts, etc.

Social Security Number (SSN) – Providing this is voluntary in accordance with the Privacy Act of 1974 (PL 93-579). However, a SSN may be needed to process your application when granting items such as Veterans' Preference, Limited Examination and Appointment Program (LEAP), Career Credits, and/or confirming list eligibility.

Examination(s) or Job Title(s) – Provide the title of the position listed on the announcement.

Question 2 – Must be answered by all applicants. You must answer "Yes" if you have ever, because of poor performance or misconduct, been fired, dismissed, or terminated from a job, or had an employment contract terminated. Applicants who have been rejected during a probationary period, or whose dismissals or terminations have been overturned, withdrawn (unilaterally or as part of a settlement agreement) or revoked need not answer "Yes." Explain any "Yes" answers in the Explanations section. Briefly describe the facts, findings, any action taken against you, and the circumstances under which you left the position.

In completing this application, you do not need to answer "Yes" to Question 2 if:

you have been rejected during a probationary period;
your employer withdrew the firing, dismissal, termination, or contract termination (either voluntarily or as part of a settlement); or
a court or administrative agency overturned or revoked the firing, dismissal, termination, or contract termination.

If asked about past employment history by a prospective employer during the hiring process or probationary period, applicants are required to tell the truth regarding any firing, dismissal, termination, contract termination or rejection during probationary period, whether or not the action was overturned, revoked, or withdrawn (either voluntarily by the employer or, as part of a settlement agreement). Applicants are also required to provide factually correct information in the Employment History section of the application.

Question 3 – Must be answered by all applicants. Government Code section 18720.45 requires applicants for state employment to disclose on their application form whether they have entered into any agreement(s) with the state in which the applicant agreed to refrain from seeking or accepting any subsequent employment with the state. You must answer "Yes" to this question if you have ever entered into a written agreement with any department, agency, commission, board,

state employer, or other governmental unit within California state civil service, where one of the terms of the agreement provided that you agreed not to seek or accept subsequent employment with the state or any state agency. A state agency includes any department, agency, commission, board, state employer, or other governmental unit within the California state civil service, but does not include the California State University.

Question 4 – Must be answered by all applicants. Government Code section 18720.45 requires applicants for state employment to disclose on their application form whether they have entered into any agreement(s) with the state in which the applicant agreed to refrain from seeking or accepting any subsequent employment with the state. You must answer "yes" to this question if you have ever entered into a written agreement with any department, agency, commission, board, state employer, or other governmental unit within the California state civil service, involving an adverse action, rejection on probation, or AWOL termination where one of the terms of the agreement provided that you agreed not to seek or accept subsequent employment with a particular state agency. A state agency includes any department, agency, commission, board, state employer, or other governmental unit within the California state civil service, but does not include the California State University. If you answer "Yes" to this question, please provide the name of the particular agency and the details in the Explanations section.

Question 10 – If you checked "Yes" and you are not able to attach the Accommodation Request form, you will be contacted via telephone or mail to make specific arrangements.

Explanations – Use this section to explain the details of any response that requires additional information. Be thorough, and attach additional sheet(s) if needed.

Applicant's Signature – Your signature and the date signed is required. If the hard copy application is not signed, it may be rejected. Electronic submission of your application through a CalCareer Account certifies your application in place of a signature and date signed.

Education – You must include a complete record of your training and educational background. Please read the requirements of the examination bulletin for any specific educational requirements. If more space is needed, you may attach additional documentation.

Licenses – If the examination bulletin requires a specific license, professional certificate, or membership in a professional organization, list the full name of the license, certificate or organization, the license number, and the official expiration date of the document or membership.

Employment History and Experience – You must include a complete list of your paid and/or volunteer work experience **that relates to the qualification requirements specified on the examination bulletin**. List all relevant jobs during the past 10 years, regardless of duration, including part-time and military service. You should also list volunteer experience and jobs if they directly relate to the job for which you are applying. **State employees must list the specific departments for which they worked and indicate the specific civil service class title(s) held.**

Requesting Veterans' Preference – If you have not previously applied and been approved for Veterans' Preference, you must complete and submit the Veterans'

Preference Form, CALHR-1093 to the California Department of Human Resources.

Equal Employment Opportunity Page – Providing this information is voluntary. This data is only to be used for statistical purposes in evaluating the extent to which the state is complying with state and federal equal employment opportunity and non-discrimination requirements.

NOTE: Your completed application and other examination related information submitted to the department administering this examination becomes confidential information and the property of the State of California as provided by Government Code section 18934. This application and other confidential information **will not be returned**; therefore, it is recommended that you keep a copy of your completed application for your records. Your rights to inspect your examination papers are set forth in Title 2, section 186 -189 of the California Code of Regulations, which can be accessed at Office of Administrative Law website at: oal.ca.gov.

Information About Disability

Physical disability includes but is not limited to having any physiological disease, disorder, condition, cosmetic disfigurement, or anatomical loss that affects one or more of several body systems and limits a major life activity. The body systems listed include the neurological, immunological, musculoskeletal, special sense organs, respiratory, including speech organs, cardiovascular, reproductive, digestive, genitourinary, hemic and lymphatic, skin, and endocrine systems. A physiological disease, disorder, condition, cosmetic disfigurement, or anatomical loss limits a major life activity, such as working, if it makes the achievement of the major life activity difficult.

Mental disability includes but is not limited to having any mental or psychological disorder or condition, such as intellectual or cognitive disability, organic brain syndrome, emotional or mental illness, or specific learning disabilities, that limits a major life activity, or having any other mental or psychological disorder or condition that requires special education or related services.

Major life activities are defined broadly and include physical, mental, and social activities, including but not limited to, caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, sitting, reaching, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, interacting with others, and working. Major life activities include the operation of major bodily functions, including functions of the immune system, special sense organs and skin, normal cell growth, digestive, genitourinary, bowel, bladder, neurological, brain, respiratory, circulatory, cardiovascular, endocrine, hemic, lymphatic, musculoskeletal, and reproductive functions.

Major bodily functions include the operation of an individual organ within a body system.

An impairment "limits" a major life activity if it makes the achievement of the major life activity difficult.

Medical condition is defined as any health impairment related to or associated with a diagnosis of cancer or a record or history of cancer, or a genetic characteristic.

Genetic characteristic is defined as any scientifically or medically identifiable gene or chromosome or an inherited characteristic that could statistically lead to increased development of a disease or disorder.

California Code of Regulations, Title 2, section 11065.

State of California Application

PRINT OR TYPE

APPLICANT'S NAME (Last)		(First)	(M.I.)	CALCAREER ID
Mahoney		Joseph	B	3491819
MAILING ADDRESS (Number)		(Street)	(Apt #)	SOCIAL SECURITY NUMBER (Exams Only)
5025 Thacher Road				
(City)	(County)	(State)	(Zip Code)	
Ojai		CA	93023	
E-MAIL ADDRESS		1st TELEPHONE NUMBER		2nd TELEPHONE NUMBER
hello@bertmahoney.com		(805) 798-3430		
		☐ Work ☒ Home ☐ Other		☐ Work ☐ Home ☐ Other
EXAMINATION(S) OR JOB TITLE(S) FOR WHICH YOU ARE APPLYING				PERSONNEL USE ONLY
JC-416911, Primary Position: 801-350-4801-002, STAFF SERVICES MANAGER II (SUPERVISORY)				

STANDARD EMPLOYMENT QUESTIONS

1. Are you now employed by the State of California? If "Yes," fill in the information below. ☐ Yes ☒ No
Department: _____ Subdivision: _____

2. Have you ever been fired, dismissed, terminated, or had an employment contract terminated from any position for performance or for disciplinary reasons? If "Yes," give details in the "Explanation" section below and refer to the instructions page for further information. ☐ Yes ☒ No

3. Have you ever entered into any written agreement with a state agency in which you agreed not to seek or accept subsequent employment with the state or any state agency? ☐ Yes ☒ No

4. Have you ever entered into any written agreement with a state agency involving an adverse action, rejection on probation, or AWOL termination, in which you agreed not to seek or accept subsequent employment with a particular state agency? ☐ Yes ☒ No

5. In addition to English, list any other languages you are fluent in:
a. Verbal fluency in _____
b. Written fluency in _____

ANSWER THE FOLLOWING QUESTIONS ONLY IF THE EXAM BULLETIN OR JOB POSTING REQUIRES THE INFORMATION

6. For typing applicants only: I certify I can type at a speed of _____ words per minute. ☐ Yes ☐ No

7. Do you meet the minimum and/or maximum age requirements? ☐ Yes ☐ No

8. Do you possess a valid California Driver License? If "Yes," fill in the information below. ☐ Yes ☐ No
License #: _____ Class: _____ Restrictions: _____

ANSWER THE FOLLOWING QUESTIONS IF APPLYING TO TAKE AN EXAMINATION

9. Enter your preferred county to take the examination, if different from your county of residence: _____

10. Do you need an accommodation to take an examination or assessment? If "Yes," complete the Accommodation form. ☐ Yes ☐ No

NOTE: If you are a veteran, widow or widower of a veteran, or spouse of a 100% disabled veteran, you may qualify for Veterans' Preference. For information regarding Veterans' Preference see www.calcareers.ca.gov or www.calvet.ca.gov.

EXPLANATIONS: Provide details of any response that requires additional information.

CERTIFICATION – IMPORTANT – READ BEFORE SIGNING – YOUR SIGNATURE IS REQUIRED FOR HARD COPY SUBMISSION

I certify under penalty of perjury that the information I have entered on this application is true and complete to the best of my knowledge. I further understand that any false, incomplete, or incorrect statements may result in my disqualification from the examination process or dismissal from employment with the State of California. I authorize the employers and educational institutions identified on this application to release any information they may have concerning my employment or education to the State of California.

APPLICANT'S SIGNATURE		DATE SIGNED																																			
APPLICANTS — DO NOT USE THE SPACE BELOW — FOR PERSONNEL USE ONLY																																					
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APPLICANT'S NAME (Last) Mahoney	(First) Joseph	(M.I.) B	CALCAREER ID 3491819
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EDUCATION

DID YOU GRADUATE FROM HIGH SCHOOL? ☒ Yes ☐ No IF NOT, DO YOU POSSESS A GED OR EQUIVALENT? ☐ Yes ☐ No IF NOT, ENTER THE HIGHEST GRADE YOU COMPLETED? _____

UNIVERSITY OR COLLEGE — BUSINESS, CORRESPONDENCE, TRADE OR SERVICE SCHOOL, NAME AND LOCATION	COURSE OF STUDY	UNITS COMPLETED SEMESTER	UNITS COMPLETED QUARTER	DIPLOMA, DEGREE OR CERTIFICATE OBTAINED	DATE COMPLETED
Hartwick College Oneonta, New York	Computer and Information Science			BA/BS	05/25/1991
Hartwick College Oneonta, New York	Fine Arts, Painting Concentration			BA/BS	05/25/1991

LICENSES – LIST APPLICABLE LICENSES AND CERTIFICATES INDICATED IN THE EXAMINATION BULLETIN.
(If you are an attorney, please indicate the date you were admitted to the Bar under the Issue Date column, if stated on the examination bulletin.)

LICENSE / CERTIFICATION NUMBER	ISSUE DATE	EXPIRATION DATE	IN THE SPACE BELOW, INDICATE SPECIFIC COURSE REQUIREMENTS NEEDED TO SATISFY REQUIREMENTS FOR THIS EXAMINATION

EMPLOYMENT HISTORY – List relevant paid, military and/or volunteer experience that relate to the qualification requirements. List each job separately.

FROM (MM/DD/YY) 01/01/2005	TO (MM/DD/YY) Present	TITLE/JOB CLASSIFICATION (Include Range or Level, if applicable) Human-Centered Lead Digital Experience Designer	SUPERVISOR NAME Self
HOURS PER WEEK ~40	COMPANY/STATE AGENCY NAME HamiltonBerchman		SUPERVISOR PHONE NUMBER
TOTAL WORKED 19/1	ADDRESS Remote		

DUTIES PERFORMED

Completed over 1,000 successful digital projects, including websites, mobile and desktop applications, email campaigns, branding, and marketing initiatives that made a measurable impact and solved client issues

? Designing effective solutions focused on solving well-defined business problems.

? Extensive experience working with leaders and stakeholders

? Led remote meetings with teams and clients worldwide for 18 years.

? Award-winning work for Intuit—their internal message and news aggregation website service

? Generated millions in revenue from projects with my clients over the past 19 years

? Over 100 satisfied clients have had digital solutions successfully delivered

? Client praise for communication skills and keeping clients informed of progress

? Ability to walk into faltering projects underway and take over design leadership

REASON FOR LEAVING

n/a

STATE OF CALIFORNIA - CALIFORNIA DEPARTMENT OF HUMAN RESOURCES
EXAMINATION / EMPLOYMENT APPLICATION
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APPLICANT'S NAME (Last) Mahoney	(First) Joseph	(M.I.) B	CALCAREER ID 3491819
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FROM (MM/DD/YY) 11/15/2022	TO (MM/DD/YY) 05/15/2023	TITLE/JOB CLASSIFICATION (Include Range or Level, if applicable) Senior User Experience Designer	SUPERVISOR NAME Jason Varcoe
HOURS PER WEEK 30	COMPANY/STATE AGENCY NAME Hatch Early Learning Inc.		SUPERVISOR PHONE NUMBER 7206094585
TOTAL WORKED 0/6	ADDRESS Remote		
DUTIES PERFORMED ? Solving problems between screens and people was my main focus as a senior designer on a 10-person product team ? Finding and defining the correct problems, targets, or user outcomes was core to my success for clients ? Established a design system & redesigned a new logo for a rebranding initiative—take an existing product and reimagine it ? Created 12-user personas — researched and created entirely new personas based on software analytics and AI ideation ? Redesigned the onboarding experience for all software users & all products—a 19-step process down to 6 steps ? Used artificial intelligence to help with research and ideation—became a working accelerator in my process ? Coached junior designer and provided constructive criticism and feedback			
REASON FOR LEAVING The contract ended 6-month duration. Hatch couldn't renew due to financials			

FROM (MM/DD/YY) 06/01/2016	TO (MM/DD/YY) 04/11/2022	TITLE/JOB CLASSIFICATION (Include Range or Level, if applicable) Senior User Experience And User Interface Designer	SUPERVISOR NAME Daisey Traynham traynham@gmail.com
HOURS PER WEEK ~30+	COMPANY/STATE AGENCY NAME Art+Logic Inc.		SUPERVISOR PHONE NUMBER
TOTAL WORKED 5/10	ADDRESS Remote		
DUTIES PERFORMED ? Helped clients materialize their software ideas for six years ? Collaborated with remote teams of 1-16 people, ensuring the timely delivery of projects ? Lead designer on all projects and part of a three-person design team ? Discovery and prototype work I generated was instrumental in securing large-scale contracts & projects. ? Lead designer on a 2 million dollar auctioneering software refactor ? Secured millions in contract dollars for A+L through excellent customer service ? Brought in to save faltering projects during discovery before client dissatisfaction ? Consistently praised by clients for inclusion and professionalism ? Design leadership on many large complex projects in healthcare, legal, and financial ? Experience at Art+Logic improved my skills in producing deliverables, running remote meetings, and presenting to executives and clients worldwide			
REASON FOR LEAVING Downsizing due to Covid—LIFO.			

EXAMINATION / EMPLOYMENT APPLICATION

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APPLICANT'S NAME (<i>Last</i>) Mahoney	(<i>First</i>) Joseph	(<i>M.I.</i>) B	CALCAREER ID 3491819
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FROM (<i>MM/DD/YY</i>) 10/31/2013	TO (<i>MM/DD/YY</i>) 09/15/2015	TITLE/JOB CLASSIFICATION (<i>Include Range or Level, if applicable</i>) Senior Web Designer And Email Designer	SUPERVISOR NAME Richard Williams
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HOURS PER WEEK 40	COMPANY/STATE AGENCY NAME AGIA, Inc	SUPERVISOR PHONE NUMBER 8055120522
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TOTAL WORKED 1/11	ADDRESS Carpinteria, California
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DUTIES PERFORMED ? Improved user experience and conversion rates by designing more intelligent and responsive digital marketing campaigns. Customized emails with custom programming to dynamically change them based on user behavior, delivering relevant content and increasing engagement ? Implemented A/B, multivariate testing, and design iteration to measure and improve performance using the Salesforce platform ? 25% improvement in email engagement after refactoring and the latest email techniques used ? 2 million email subscribers were the most extensive subscriber list I deployed email to ? More than 20 clients needed custom email design and programming as well as custom landing page design ? \$100,000 in revenue from projects I saved from client cancellations from previous designer's work
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REASON FOR LEAVING Personal reasons.

FROM (<i>MM/DD/YY</i>)	TO (<i>MM/DD/YY</i>)	TITLE/JOB CLASSIFICATION (<i>Include Range or Level, if applicable</i>)	SUPERVISOR NAME
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HOURS PER WEEK	COMPANY/STATE AGENCY NAME	SUPERVISOR PHONE NUMBER
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TOTAL WORKED	ADDRESS
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DUTIES PERFORMED

REASON FOR LEAVING

APPLICANT'S NAME (Last) Mahoney		(First) Joseph	(M.I.) B	CALCAREER ID 3491819
FROM (MM/DD/YY)	TO (MM/DD/YY)	TITLE/JOB CLASSIFICATION (Include Range or Level, if applicable)		SUPERVISOR NAME
HOURS PER WEEK	COMPANY/STATE AGENCY NAME			SUPERVISOR PHONE NUMBER
TOTAL WORKED	ADDRESS			
DUTIES PERFORMED				
REASON FOR LEAVING				
FROM (MM/DD/YY)	TO (MM/DD/YY)	TITLE/JOB CLASSIFICATION (Include Range or Level, if applicable)		SUPERVISOR NAME
HOURS PER WEEK	COMPANY/STATE AGENCY NAME			SUPERVISOR PHONE NUMBER
TOTAL WORKED	ADDRESS			
DUTIES PERFORMED				
REASON FOR LEAVING				

APPLICANT'S NAME (Last) Mahoney		(First) Joseph	(M.I.) B	CALCAREER ID 3491819
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HOURS PER WEEK	COMPANY/STATE AGENCY NAME			SUPERVISOR PHONE NUMBER
TOTAL WORKED	ADDRESS			
DUTIES PERFORMED				
REASON FOR LEAVING				

CalHR Privacy Notice on Information Collection

The California Department of Human Resources (CalHR) is committed to the privacy of your personal information. The information requested on this form may include personal information. Under the Information Practice Act of 1977, California Civil Code section 1798.17, agencies/departments that use this form to collect personal information from individuals are required to provide a privacy notice with this form. For more information, you may wish to contact the appointing authority at which you are applying to receive information regarding that appointing authority's privacy policy, and privacy notice on information collection.

Legal Authority for Collection and Use of Information

CalHR is requesting the information specified on this form pursuant to Government Code sections 8310.5, 11019.11, 12946, 18720, 18720.1, 19233, 19234, 19705, 19790, 19792(h) and the California Code of Regulations, Title 2, sections 599.980, 11013(b).

The information collected will be used for scheduling examinations, determining your eligibility for state civil service, and contacting you. Information will also be used for statistical and analytic purposes, audit purposes and may be disclosed to the appointing authority to which you apply.

Individuals should not provide personal information that is not requested or required.

The submission of all information requested is mandatory unless otherwise noted. If you fail to provide the information requested, CalHR will not be able to determine your eligibility for state civil service employment.

Disclosure and Sharing

CalHR does not, under any circumstance, sell your electronically collected personal information. In addition, Government Code section 11015.5 (6) prohibits CalHR and all state agencies from distributing or selling any electronically collected personal information, as defined above, about users to any third party without the written permission of the user. Any distribution of electronically collected personal information will be used solely for its intended use. However, we may share your personal information under the following circumstances:

1. To other state departments and third party vendors for administering our human resource responsibilities as required by law;
2. You give us permission and we have your consent; and/or
3. We may release information to a party with a legal authority, such as a subpoena.

Department Privacy Policy

The information collected by CalHR is subject to the limitations in the Information Practices Act of 1977 and state policy. For more information on how we care for your personal information, please read our Privacy Policy at <http://calhr.ca.gov/pages/privacy-policy.aspx>.

Access to Your Information

You can view your personal information through your CalCareer account. If you have questions regarding your CalCareer account, you may contact the CalHR Selection Division.

CalHR Selection Division
1515 S Street, Room, 500N
Sacramento, CA 95811
866-844-8671