



CAREER SERVICE

**DIVISION OF HUMAN RESOURCES**  
**Office of Classification & Examination**  
**(401) 222-2172; Rhode Island Relay 711**  
**CIVIL SERVICE EXAMINATION ANNOUNCEMENT**  
**THIS EXAMINATION IS BEING OFFERED TO ESTABLISH A CIVIL**  
**SERVICE LIST THAT WILL BE IN EFFECT FOR UP TO FOUR YEARS**

**Examination #6272**

**CHILD PROTECTIVE INVESTIGATOR**

***SALARY RANGE: \$51,866 - \$60,045\* (Pay Grade 26)***

***EXAMINATION WEIGHT: 80% WRITTEN; 20% EDUCATION & EXPERIENCE***

**GENERAL STATEMENT OF DUTIES:** To receive, screen, evaluate, and investigate referrals/complaints relative to alleged child abuse and/or neglect and alleged institutional abuse and/or neglect; to take the necessary measures to ensure the protection of children; and to do related work as required.

**REQUIRED FOR APPOINTMENT:**

**EDUCATION:** Such as may have been gained through: possession of a Bachelor's Degree from an accredited institution of higher learning in Social Work, Social Welfare, Psychology, Sociology, Criminal Justice, Law Enforcement; and

**EXPERIENCE:** Such as may have been gained through: full-time employment in a private or public agency in the field of human services with experience in providing child protection services to children or participating in child protection-investigations, and/or providing services to children and their families; or investigating experience in the field of law enforcement in areas dealing primarily with juvenile or related activities.

**CONDITION OF EMPLOYMENT:** Must possess and maintain a valid Motor Vehicle Operator's license.

*A full job description can be obtained online at: [www.hr.ri.gov](http://www.hr.ri.gov). To obtain a job description, click on Classification and Compensation, then Job Specifications.*

**APPLICATION PERIOD: September 10, 2012 – October 19, 2012**

**To apply for this examination, by the close of the application period, you must submit an Examination Application form.**

**An Examination Application form (CS-9) may be obtained at:**

- Any Department of Labor and Training netWORKri Career Center;
- At the Division of Human Resources, Office of Classification & Examinations, One Capitol Hill, 3<sup>rd</sup> Floor, Providence, Rhode Island; or,
- Online at [www.hr.ri.gov](http://www.hr.ri.gov). To obtain an Examination Application (CS-9 form), click on **Civil Service Examinations**, then **Examination Application**.

**Examination applications cannot be submitted online and instead must be printed, signed and mailed or delivered to: The Division of Human Resources, Office of Classification & Examination, One Capitol Hill, 3rd Floor, Providence, RI 02908 by the close of the application period.**

**netWORKri CAREER CENTERS**

Pawtucket: 721-1800 at 175 Main Street

Wakefield: 789-4362 at 4808 Tower Hill Road

Woonsocket: 235-1201 at 219 Pond Street

Providence: 462-8900 at One Reservoir Avenue

West Warwick: 828-8382 at 1330 Main Street

**NOTES:** The Division of Human Resources **does not assume responsibility** for applications sent through the mail. The Personnel Administrator, at his discretion, may declare the list resulting from these examinations appropriate for any comparable classification.

Any individual with a disability who requires assistance during the exam process should notify the Examination Section **in advance** to ensure that appropriate accommodations will be made.

**\*WAGES ARE DEFINED BY APPLICABLE UNION CONTRACT**

***See reverse side for further information.***

***EQUAL OPPORTUNITY AND DIVERSITY EMPLOYER***

**STATE OF RHODE ISLAND & PROVIDENCE PLANTATIONS**  
**DEPARTMENT OF ADMINISTRATION**  
**DIVISION OF HUMAN RESOURCES**  
**OFFICE OF CLASSIFICATION AND EXAMINATION**  
**Third Floor, One Capitol Hill**  
**Providence, Rhode Island 02908-5762**

**GENERAL INFORMATION TO CANDIDATES (222-2172)**  
**RHODE ISLAND RELAY: 711**

**WHEN TO APPLY**

Apply within the application period as shown on this announcement.

**MINIMUM REQUIRED RATING**

The minimum required final earned rating shall be 70.

Whenever two or more competitors have equal final earned ratings, their names shall be arranged on employment or promotional lists in the order of their performance on the written tests; provided, however, that when such arrangement fails to resolve a tie, the order on the lists shall be the same as the order in which their applications were time-stamped in the Office of Personnel Administration or by seniority within state service. Where practical, determination by seniority shall have preference.

**DEFINITION OF VETERANS CREDIT (G.L. 36-3-3 – WAR VETERAN)**

“...there shall be added to the final earned ratings of examinees who are veterans in competitive tests for entrance into the Classified Service, but not for promotion in the service, who receive at least the minimum required final earned rating as stated in the public notice, service credits amounting to five points for veterans or service credits amounting to ten points for disabled veterans...”

Disabled Veteran means any war veteran who is an examinee and who is certified by the Veterans Administration to be physically disabled, as a result of a service-connected disability, with a disability rating of zero percent or more.

War veteran or veteran means any person, male or female, who was employed as an officer, member of the enlisted personnel or otherwise in the active military or naval service of the United States or of any auxiliary unit of such military or naval service, except civilian employees—at some time during the following period:

**War Service Time**

December 7, 1941 – December 31, 1946

June 27, 1950 – January 31, 1955

July 1, 1958 – January 1, 1959

August 5, 1964 – May 7, 1975

August 20, 1982 – December 31- 1987

December 20, 1989 – January 31, 1990

August 2, 1990 – July 13, 1992

**DESCRIPTION OF POSITIONS**

A class specification describing the duties of the position and the minimum qualifications will be furnished upon request by the Office of Classification and Examination.

**INVESTIGATION**

The Office of Classification and Examination reserves the right to investigate all statements made on your application and to require proof of such statements when deemed necessary.

**PROMOTIONAL EXAMINATIONS (G.L. 36-4-22)**

A person is eligible for promotional examination provided the employee is currently employed in the classified, unclassified, or non-classified service as of the official closing date of the examination announcement or twenty one (21) calendar days prior to the administration of the first phase of the examination, whichever is later, and meets one or more of the following requirements; (a) any employee who holds or within three (3) years has held permanent status in the classified service; (b) any employee who is serving in a probationary period as of the official closing date of the examination announcement; (c) a minority (as currently defined in federal employment law as Blacks, Hispanics, American Indians including Alaska Natives, and Asians including Pacific Islanders) who is a qualified exam applicant seeking entry to a classification where there is a manifest imbalance in the job category; or (d) any employee who has served twelve (12) months service in the classified, unclassified, or non-classified service and, in addition, meets the minimum requirements established in the class specification. Promotion lists shall remain in effect for a period of three (3) years or until exhausted or until combined with or replaced by a more recently prepared list. This section shall not apply to the Rhode Island State Police or the Legislative Branch of state government. An employee who is not on the promotional list shall be eligible to take the promotional examination for the position the employee occupies.

**ADDITIONAL POINTS (G.L. 36-4-31)**

Any employee who holds temporary or provisional status for at least twelve consecutive months in the class in which (s)he is serving and who takes the appropriate examination for the position shall receive in addition to his/her test score five additional points for each year of state service, which shall be added to his/her test score, provided however, that in no case shall an employee receive credit for more than four years of service. An employee who holds temporary provisional status for at least twelve consecutive months in the class in which (s)he is serving and is found to be reachable for certification to the position (s)he holds shall be appointed to the position unless the appointing authority certifies to the Personnel Administrator that said individual's service has been unsatisfactory.