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| Classification Associate Toxicologist | Position Number 814-600-7941-XXX | Location Sacramento (Headquarters) |
| Division/Branch PPD/ Human Health Assessment Branch | Supervisor's Classification Senior Toxicologist | Collective Bargaining Identification Designation (CBID) R10 |
| Conflict of Interest Disclosure: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | Incumbent (If filled) VACANT | |

☐ **Job requires driving automobile:** In this position, the incumbent may, as needed, drive a state vehicle for work purposes. (Employee must complete DPR-034, Request for Driver Record Information).

SUPERVISORY RESPONSIBILITIES
(Check One)

☐ Managerial ☐ Supervisory ☐ Lead Person ☒ None

| Direct Supervision Exercised: | | Indirect Supervision Exercised: | |
|-------------------------------|----------------------|---------------------------------|----------------------|
| No. of Employees | Classification Title | No. of Employees | Classification Title |
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I have read and discussed these duties with my supervisor.

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| Employee Signature | Date |
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I certify that the DPR-217 accurately represents the duties and responsibilities of the position.

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| Supervisor Signature | Date |
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Description of Duties (*Attach additional sheets, if necessary, and identify position information*)

Summarize the regularly assigned duties of the position by percentage in descending order. Do not combine distinct activities into a single percentage. Descriptive information should reflect variety and complexity of duties through: supervision exercised and/or received; responsibility for decision making and consequence of error; analytical requirements; special knowledge; skills or abilities required; level, type and frequency of public contact; and unusual working conditions (i.e., field work, bilingual services, etc.); and physical requirements (physical demands, environmental demands).

| Percent of Time | Activity |
|-----------------|---|
| | <p>Under the general direction of the Senior Toxicologist, the Exposure Assessor (Associate Toxicologist) acts as a scientific expert for assessing human exposure and health risk to pesticide products via different exposure media, pathways, and routes using different tools and technologies, including databases and models, data analytic methods, and (or) computational tools. The Exposure Assessor (Associate Toxicologist) independently identifies problems, develops courses of action, and conducts complex scientific investigations and studies.</p> <p><u>ESSENTIAL FUNCTIONS:</u></p> <p>40% As part of the Department's pesticide registration and human risk assessment processes, estimates human exposures and locates, reviews, and evaluates exposure data and methodologies to support both pesticide product registration and pesticide exposure assessment. Analyzes, evaluates, and interprets studies for toxicological endpoint selection and point-of-departure (POD) identification to support product registration decisions. Describes rationale for choosing studies and assumptions used in the POD identification and exposure calculations. Develops pesticide product registration reviews and pesticide exposure assessment documents.</p> <p>40% Reviews and evaluates pesticide product labels to support pesticide health risk mitigation projects. Locates, reviews, and evaluates studies and pertinent government regulations and policies to support the development of health risk mitigation measures. Works collaboratively with scientists across the Human Health Assessment (HHA) Branch and in other branches to support a multi-media and multi-pathway approach to pesticide human health risk analysis and mitigation. Performs critical reviews of data and evaluates studies submitted by registrants, DPR staff, and other agencies for scientific integrity and application to program objectives.</p> <p>15% Interacts with chemists, statisticians, modelers, toxicologists, industrial and advocacy group scientists on the more technical and complex scientific aspects of the Department's policies and regulatory issues relating to human exposure assessments. Works to update policies and procedures so that they reflect the state of the science and contribute to the improvement of pesticide exposure analysis. Sustains and improves professional status, including reviewing relevant scientific literature, establishing contacts with appropriate university and research scientists, attending training workshops, and participating in and presenting at scientific forums. Develops publications for peer-reviewed scientific journals. May be asked to participate in scientific outreach activities on behalf of the section, branch, or department.</p> <p><u>MARGINAL FUNCTIONS:</u></p> <p>5% Performs other duties consistent with the specifications of the classification.</p> <p><u>WORKING CONDITIONS:</u></p> <p>Work will be conducted primarily by teleworking. Occasionally staff will be required to report to headquarters which is in a climate controlled high-rise building. Must be able to use a computer for up to 8 hours per day. Occasional travel by car or plane may be required.</p> |

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| | <p>PROFESSIONAL ATTRIBUTES:</p> <p>In addition to the above, the incumbent possesses the willingness and ability to: get along with others; accept direction from their supervisor/lead person; abide by work rules; accept constructive criticism; and work effectively within a team environment.</p> <p><u>CRITICAL JOB COMPETENCIES:</u></p> <p>Communication - Makes clear and convincing oral presentations to individuals or groups; informs, persuades, builds consensus; knows the audience; facilitates open exchanges of ideas/opinions; selects and uses appropriate communication approaches; actively listens; effectively uses e-mail; avoids mixed messages, the body language says one thing, the words another; and applies business writing principles to all written communications.</p> <p>Decisiveness - Makes decisions in a decisive and timely manner; willingly shares decision making with direct reports - transparent decision making process as warranted; accepts accountability for decisions; perceives impact and implications of decisions; takes action consistent with available facts, constraints, and probable consequences; and enables others to succeed and make decisions for themselves.</p> <p>Ethics/Integrity - Creates a culture of trusting relationships; demonstrates trust and principled leadership; promotes organizational vision and values through ethical leadership principles; tells it straight - open and honest even about the bad news; admits mistakes - not as an admission of weakness but as having integrity and being trustworthy; and provides examples of the vision and values of the organization through own authenticity.</p> <p>Flexibility/Adaptability - Readily integrates changes midstream into work processes and outputs; demonstrates openness to new organizational structures, procedures, and technologies; and shifts gears comfortably.</p> <p>Political Acumen - Identifies the internal and external politics that impact the work of the organization; perceives organizational and political reality and acts accordingly; considers a broad range of internal and external factors (big picture) when solving problems and making decisions; identifies critical, high payoff strategies and prioritizes work efforts accordingly; in taking action, demonstrates an understanding and consideration of how it will impact stakeholders and affected areas in the organization; formulates strategies that are achievable, cost effective, and addresses administration and organizational goals; develops and balances operational and strategic management skills; and creates a strategic frame of reference.</p> <p>Problem Solving - Perseveres in the face of obstacles such as diminishing financial resources; knows there is more than one way to get to the destination; anticipates problems and encourages a culture of proactive problem solving; and ensures comprehensive evaluation of the costs and benefits of all options in determining the preferred solution.</p> |

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|-----------------|--|
| | <p>CRITICAL JOB COMPETENCIES (cont.):</p> <p>Project Management - Garners support for projects; develops work plans with tasks, timeframes, milestones, resources, and dependencies; uses resources efficiently and manages effectively within budget limits; anticipates potential problems and institutes controls and contingency plans to address them; and monitors project progress.</p> <p>Self-Motivation, Optimism, Sustained Commitment, Perseverance, Patience - Demonstrates a bias toward optimism and maintains sense of humor; retains stamina and bounces back from setbacks; views mistakes as opportunities for growth/positive learning experiences.</p> <p>Teamwork - Facilitates and maintains cooperative working relationships; works toward accomplishment of group goals; values and encourages the input and expertise of others; and fosters commitment, team spirit, pride, and trust.</p> <p>Technical Credibility – Understands and appropriately applies procedures, requirements, policies, and regulations related to specialized expertise; integrates technology into the work to improve program effectiveness; possesses up-to-date knowledge in the profession and industry and accesses other expert resources when appropriate; and translates concepts and ideas into strategies and action steps.</p> |