

**DUTY STATEMENT**

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**DUTY STATEMENT**

Employee Name: HD I/M BCP	Current Date: 11/14/2023
Classification: Air Resources Engineer	Position #: 673-610-3735-053
Division/Office: MSCD/HDDSIB	CBID: R09
Section: Strategic Planning and Development Section	
Supervisor Name: Elizabeth (Beth) White	Supervisor Classification: Air Resources Supervisor I

I certify that this duty statement represents an accurate description of the essential functions of this position.	
Supervisor:	Date:

I have read this duty statement and agree that it represents the duties I am assigned.	
Employee:	Date:

**SPECIAL REQUIREMENTS OF POSITION (IF ANY):**

- ☒ Designated under Conflict of Interest Code.
- ☐ Duties performed may require pre-employment physical.
- ☐ Duties performed may require drug testing.
- ☐ Duties require participation in the DMV Pull Notice Program.
- ☐ Requires the utilization of a 32-pound self-contained breathing apparatus.
- ☐ Operates heavy motorized vehicles.
- ☐ Requires repetitive movement of heavy objects.
- ☐ Works at elevated heights or near fast moving machinery or traffic.
- ☐ Performs other duties requiring high physical demand. (Explain below):
- ☐ Duties require use of hearing protection and annual hearing examinations.

**SUPERVISION EXERCISED**

<input checked="" type="checkbox"/> None	<input type="checkbox"/> Lead Person
<input type="checkbox"/> Supervisor	<input type="checkbox"/> Team Leader

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FOR SUPERVISORY POSITIONS ONLY: Indicate the number of positions by classification that this position DIRECTLY supervises: N/A

Total number of positions in Section/Branch/Office for which this position is responsible: N/A

FOR LEADPERSONS OR TEAM LEADERS ONLY:

Indicate the number of positions by classification that this position LEADS: N/A

MISSION OF SECTION:

The Strategic Planning and Development Section within the Heavy-Duty Diesel Strategies and Implementation Branch is responsible for assessing current technology and helping craft ARB's strategy for reducing greenhouse gas, criteria, and toxic air pollutant emissions from heavy-duty trucks. This includes managing emissions control technology evaluations of heavy-duty trucks, including vehicles with compliance issues and those suspected of potentially operating with tampered emissions control components. Further, this section is responsible for updating and implementing heavy-duty truck regulatory programs based on the state of emissions control technology to reduce multiple pollutants (potentially NOx, PM, CO2, black carbon) from the heavy-duty truck sector. In addition, this section oversees the credentialed tester aspect of Clean Truck Check (i.e., Heavy-Duty Inspection and Maintenance Regulation). As part of these efforts, the section works with federal, state, and local agencies, engine manufacturers, industry and environmental groups, and other stakeholders, as well as assists with other on-road and off-road heavy-duty regulations, advanced technology programs and planning efforts.

CONCEPT OF POSITION:

A staff level person, operating under supervision of an Air Resources Supervisor 1, performing air pollution control work, exhibiting the qualities of accuracy and organization; completed in the required quantities; using effective work habits; by maintaining cooperative relationships with other Agency employees; by taking action independently when directed; by meeting work commitments; by analyzing and drawing sound conclusions; by producing clearly written compositions that completely address the subjects of interest using correct grammatical rules and proper formatting; and, by meeting quality service and public satisfaction commitments.

<u>% OF TIME</u>	<u>RESPONSIBILITIES OF POSITION</u>
25 - E	Perform scientific analyses and technical work related to the implementation of Clean Truck Check (i.e., Heavy-Duty Inspection and Maintenance Regulation). This may include the preparation of clear and concise technical documents based on engineering analysis and data evaluation.
25 - E	Perform technical work related to the development and implementation of current and future heavy duty vehicular emission requirements. This may include analyzing vehicular testing and repair data, cost information,

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	emissions data, crafting and evaluating various rule strategies and structures, and developing and overseeing research projects. Coordinate with other CARB divisions, the Bureau of Automotive Repair, and other federal, state, and local agencies as needed.
20 - E	Prepare staff reports, issue papers, letters, regulatory language, and documentation related to the activities described above. This may include the impact of proposed regulatory amendments.
15 - E	Provide other technical, analytical, programming and database support of implementation activities as required.
5 - M	Organize and participate in meetings and workshops with industry representatives, environmental groups, and other organizations. Share regulatory concepts and gather stakeholder input to refine regulatory proposals.
5 - M	Perform other duties related to the work of the section such as reviewing documents, responding to correspondence, and stakeholder outreach.
5 - M	Conduct peer review of engineering calculations and analyses for accuracy and perform engineering evaluations and surveys.