

DUTY STATEMENT

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Employee Name: Vacant	Current Date: 9/19/2023
Classification: Vehicle Program Specialist	Position #: 673-610-0663-004
Division/Office: MSCD	CBID:
Section: Division Office	
Supervisor Name: Analisa Bevan	Supervisor Classification: Assistant Division Chief

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

Supervisor: <i>Analisa Bevan</i>	Date: 9/19/2023
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I have read this duty statement and agree that it represents the duties I am assigned.

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

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

DUTY STATEMENT

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

FOR LEADPERSONS OR TEAM LEADERS ONLY:

Indicate the number of positions by classification that this position LEADS: 3 Air Resources Engineers, 2 Student Assistants

MISSION OF SECTION: Reporting to one of MSCD's Assistant Division Chiefs, the Zero Emission Infrastructure Team ensures actions are taken within and external to CARB that result in sufficient zero emission infrastructure to fuel the rapidly growing market of zero emission light-, medium-, heavy-duty and off-road vehicles and equipment.

CONCEPT OF POSITION: Under the general direction of the Assistant Division Chief, the Vehicle Program Specialist serves as the California Air Resources Board (CARB) Zero Emissions Infrastructure Specialist. The VPS is responsible for ensuring CARB and its sister agencies successfully support the Governor's Executive Order N-79-20 in the creation and implementation of Zero Emissions (ZE) Infrastructure for the State of California. Responsible for coordinating activities related to zero-emission vehicles and equipment fueling infrastructure in order to reduce emissions from the transportation and freight sectors across CARB and with State agencies and industry leaders. The VPS is also responsible for formulating zero-emission infrastructure strategies to support the State's regulatory and incentive programs which must be presented and approved by the Board.

<u>% OF TIME</u>	<u>RESPONSIBILITIES OF POSITION</u>
30% - E	Develop, coordinate, and support multi-agency policy to ensure the appropriate scaling up of ZE infrastructure adequate to meet the demands of the 1.4 million medium- and heavy duty zero-emission vehicles that will be operating in California by 2045. Plans, organizes, and directs the activities of CARB programs across Divisions on behalf of the Executive Office to inform and implement zero-emission infrastructure policy for the State of California. Coordinate zero-emission activities with other State agencies including but not limited to CalEPA, the Energy Commission, Public Utilities Commission, Department of Transportation, DOF, the Governor's Office, the Governor's Office of Business and Economic Development, and the Office of Planning and Research, and other key stakeholders and community leaders to develop and help implement zero-emission infrastructure for the State of California. Develop, prioritize and coordinate ZE infrastructure activities ensuring inclusion of light-duty and heavy-duty on-road and off-road vehicles and equipment, including both electricity and hydrogen, as needed to meet California's long-term goals.
25% - E	Advise the Executive Office, program Divisions, and Chairman's Office on issues related to zero-emission infrastructure. Brief Board Members, and appear and testify before the Board, other agencies, and Legislature in public hearings as necessary.
20% - E	Serve as ZE Infrastructure project manager responsible for the coordination, collaboration and effective prioritization of CARB's multiple regulatory and

