

DUTY STATEMENT CURRENT PROPOSED

RPA Number:	Classification Title: Environmental Scientist	Position Number: 810-XXX-0762-XXX
Incumbent Name:	Working Title:	Effective Date:
Tenure: Permanent	Time Base: Full-Time	Intermittent Hours Per Month:
Division/Office: Multiple Divisions	Section/Unit: Various Units	Reporting Location: Multiple Locations
Supervisor's Name:	Supervisor's Classification:	CBID: R10
Confidential Designation: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Designated Position for Conflict of Interest: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Position Telework Eligible: <input type="checkbox"/> Yes <input type="checkbox"/> No
Supervision Exercised: <input checked="" type="checkbox"/> None <input type="checkbox"/> Lead <input type="checkbox"/> Managerial <input type="checkbox"/> Supervisory		

Human Resources Use Only:**HR Analyst Approval**

HR Analyst Name	HR Analyst Signature	Date
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General Statement

This series specification describes three Environmental Scientist and three Environmental Program Manager classifications used to perform a broad range of staff, supervisor, and management work concerning present and future environmental, environmental health, and natural resource management issues related to protecting California's natural resources, agricultural productivity, and public health. Incumbents give presentations; prepare environmental permitting packages, regulatory permits, and other environmental documents; implement enforcement of various environmental and environmental health-related laws and regulations; and conduct natural resource management and environmental protection, planning, and implementation activities.

Equity Statement

The Department of Toxic Substances Control (DTSC) values diversity, equity, and inclusion throughout the organization. We foster an environment where employees from a variety of backgrounds, cultures, and personal experiences are welcomed and can thrive. We believe the diversity of our employees is essential to inspiring innovative solutions. Together we further our mission to protect California's people and environment from harmful effects of toxic substances by restoring contaminated resources, enforcing hazardous waste laws, reducing hazardous waste generation, and encouraging the manufacture of chemically safer products.

Position Description

Under close supervision, incumbents perform a variety of the less difficult and responsible professional scientific office and field work. In accordance with detailed instructions and specific standards, incumbents gather data on public health, environmental, agricultural productivity, and natural resource management issues; perform preliminary environmental analysis, research, surveys, investigations, and studies of less difficulty; prepare preliminary drafts of reports; prepare drafts of routine correspondence; answer questions of a routine and minor nature from the public; prepare regulatory and compliance documents; and do other related work. Work at this level is characterized by a reliance on detailed instructions and assistance from lead persons and supervisors in the application of proven techniques and methodologies to assigned work.

Essential Functions (Including percentage of time)	
30%	Apply scientific methods and principles in the identification, research, and solution of problems in the areas of biodiversity planning, environmental monitoring, water resources development, water conservation, water recycling, waste classification, and illegal discharge of waste (including solid and hazardous waste) to the lands and waters of California, toxic and hazardous materials management, point and nonpoint source pollution, natural area management, habitat protection and restoration, wetland restoration, river greenways, riparian habitat, land and water use, agricultural return flows, agricultural productivity, timber harvesting, streambed alterations, and watershed evaluation. Analyze and evaluate available data on the effects of air and water pollutants, waste management, prevention and recycling, water diversions, and water use on human health, vegetation, fish, wildlife, water supplies, potential land uses, and other aspects of the environment; prepare and review environmental impact reports and other documents to determine the effects of proposed activities on environmental health and all areas of the environment; coordinate environmental programs related to air, water and agricultural development, pollution, waste management and control, and other environmental and environmental health programs with other public and private agencies; develop regulatory measures and implement enforcement of environmental standards; manage and oversee site cleanup and emergency response efforts; develop recommendations regarding environmental programs as these may be affected by scientific findings; prepare and edit scientific papers for publication.
30%	Research and develop innovative programs to address emerging problems; develop scientific methodologies, develop and assess alternatives for mitigation of the hazards to the public and environment; conduct or participate in remedial investigations, feasibility studies, and remedial action plans; review facility environmental practices; consult with and advise other agencies and institutions engaged in related environmental analysis, management, planning, regulation, investigation, and research; meet and confer with individuals and groups to obtain compliance with laws and regulations concerning environmental requirements of California and Federal governments; provide training; evaluate and certify local enforcement agencies; develop and/or analyze legislation, regulations, plans, policies, procedures, alternative technologies, practices, criteria, and guidelines; inspect permitted facilities, regulated activities, and contaminated or environmentally sensitive sites; participate in hearings and field investigations as a staff expert for environmental matters; and prepare reports and correspondence. On occasion, incumbents may perform environmental analysis in a laboratory setting.
30%	Apply or modify scientific methods and principles; collect environmental data; analyze and evaluate data and reach sound conclusions; review, check, and interpret scientific and environmental reports; analyze situations and take appropriate actions; establish and maintain cooperative relations with all persons contacted; communicate effectively; prepare clear, complete, and technically accurate reports; apply laws, rules, regulations, policies, and requirements of California and Federal environmental protection and resource management programs; assess the impact of proposed State and Federal environmental legislation and regulations; understand principles of risk assessment and risk management; work with professionals from a variety of disciplines within and outside of State government; and review and understand technical research reports on emerging public health and environmental issues; basic principles of land, water, fish, wildlife, and other natural resources research; principles of ecology; soil and irrigation sciences, resource management, hydrology, geology, and waste prevention; statistical methods; land-use practices with reference to their general effect on human health, natural resources, agricultural productivity, and the environment; effects of hazardous and non-hazardous waste material and their interactions on the environment; chemical reactions; California and Federal environmental laws, rules, regulations, and requirements; basic toxicology, hydrology, geology, and principles of risk assessment and risk management; concepts employed in a variety of disciplines including environmental planning, economics, and resource management; geolocation and geo-referencing software applications, resource conservation program impacts and implementation strategies; and recycling issues.
5%	Administrative Duties: Performs administrative duties including, but not limited to: adheres to Department policies, rules, and procedures; submits administrative requests including leave, overtime, travel, and training in a timely and appropriate manner; accurately reports time in the Daily Log system; and submits timesheets by the due date.
Marginal Functions (Including percentage of time):	

5%	Other Related Duties: Performs other related duties as assigned including, but not limited to: provides response to information requests and correspondence from internal and external customers including inquiries from the public and contractors relating to contracts and solicitations; prepares responses to requests for information from management, program, and contractors; reviews and analyzes proposed legislation and advises management on the potential impact; serves as lead for complex analytical projects; and represents DTSC as a technical expert in multi-departmental projects.
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Typical Physical Conditions/Demands:

The job requires extensive use of a company computer and the ability to sit/stand at a desk, utilize a phone, and type on a keyboard for extended periods of time. The incumbent must be able to use a fax, multi-function copier, and other office equipment. The position requires walking—sometimes outdoors in inclement weather, bending and stooping, occasional lifting, grasping, reaching, pulling, and pushing.