# **DUTY STATEMENT** [x] **CURRENT** [ ] **PROPOSED**

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| RPA Number: | Classification Title: Senior Environmental Scientist (Specialist) | Position Number:811-145-0765-001 |
| Incumbent Name: | Working Title:Biomonitoring Senior Environmental Scientist | Effective Date: |
| Tenure:Permanent | Time Base:Full Time | Intermittent Hours Per Month:N/A |
| Division/Office:DSP/RCHAB | Section/Unit:SAABS | Reporting Location:Oakland or Sacramento |
| Supervisor’s Name:Stephanie Jarmul | Supervisor’s Classification:Research Scientist Supervisor I (Epidemiology/Biostatistics) | CBID:R10 |
| Confidential Designation: [ ] YES [x] NO | Designated Position for Conflict of Interest: [x] YES [ ] NO |  Position Telework Eligible: [x] YES [ ] NO |
| Supervision Exercised: [x] None [ ] Lead [ ] Managerial [ ] Supervisory |

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| **Human Resources Use Only:** |
| **HR Analyst Approval:**  | **Date:** |
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| **General Statement** |
| This position requires the incumbent to maintain consistent and regular attendance; communicate effectively (orally and in writing if both appropriate) in dealing with the public and/or other employees; develop and maintain knowledge and skill related to specific tasks, methodologies, materials, tools and equipment; complete assignments in a timely and efficient manner; and adhere to department policies and procedures regarding attendance, leave, and conduct.  |
| **Position Description**The Safer Alternatives Assessment and Biomonitoring Section (SAABS) in the Reproductive and Cancer Hazard Assessment Branch (RCHAB) is responsible for the following main activities: conducting the Department’s component of the California Environmental Contaminant Biomonitoring Program (or Biomonitoring California); overseeing community biomonitoring studies to advance the goals of Assembly Bill 617 (AB 617) and support the Community Air Protection Program established by the California Air Resources Board (CARB); providing biostatistical, toxicological, and exposure science support for the Safe Drinking Water and Toxics Enforcement Act (Proposition 65); evaluating fuel-related pollutant exposures; and providing technical assistance to various programs in OEHHA, the Attorney General’s Office, and other California governmental entities.Under general direction of the Research Scientist Supervisor I (Epidemiology/Biostatistics), Chief, SAABS, the Senior Environmental Scientist (Specialist) will have lead responsibility for sensitive exposure studies and complex assessments, including: designing and implementing scientifically valid approaches; independently identifying and addressing problems that may arise; analyzing and integrating many types of exposure data; accurately evaluating findings and making recommendations; and preparing scientifically robust documents to summarize findings. The incumbent performs all duties listed below and other related work. |
| **Essential Functions (Including percentage of time):** |
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| 35% | **Design and Oversee Exposure Studies.** Design and oversee exposure studies, such as targeted biomonitoring studies or studies to support Proposition 65 activities, with State and external partners. Prepare written study materials, including study plan and protocols. Identify communities or sub-populations that are highly exposed to chemicals of interest. Review and summarize known factors that can contribute to variability in exposures. Evaluate other stressors that could exacerbate the impacts of chemical exposures. Research possible ways to reduce hazardous chemical exposures. Carry out fieldwork, including administering exposure surveys and conducting home walkthroughs for potential exposure sources. Analyze biomonitoring and environmental monitoring data from exposure studies to quantify levels of chemical exposure in the study participants. Prepare concise summaries of these findings for participants and for dissemination to the public. Develop broader interpretations of the study findings for regulators and other policy makers working to reduce chemical exposures. Make recommendations for follow up exposure studies. Prepare manuscripts on key study results for submission to scientific journals. |
| 30% | **Perform Chemical-Specific Exposure Assessments.** Carry out research on exposure potential for chemicals under consideration for biomonitoring or for evaluation under Proposition 65, including examining known sources, major pathways, and data gaps. Conduct exposure assessments for specific scenarios, such as consumer product use. Review and interpret available information, including exposure data from the scientific literature, government documents, and chemical manufacturers’ reports. Identify predominant exposure routes, including by modeling anticipated exposure levels for the various exposure routes and comparing the predicted levels. Prepare technically accurate fact sheets to communicate complex exposure information on a biomonitored chemical or a Proposition 65 chemical. Prepare scientific documents to support consideration of a chemical for possible biomonitoring. Provide advice on exposure assessment to other OEHHA programs and CalEPA departments. |
| 25% | **Review and Interpret Innovative Exposure Screening Data.** Identify databases and scientific studies that apply semi-targeted or non-targeted screening approaches to uncover chemical hazards in dust, air, sewage, consumer products, and other media. Review and interpret available data for the purpose of identifying emerging chemicals of significant concern in California. Evaluate quality of data and prioritize chemicals to assess for potential biomonitoring, to track under Proposition 65, or to propose for consideration by other OEHHA programs. Act as OEHHA liaison to Biomonitoring California laboratories on non-targeted analytical approaches and establish connections with national and international groups conducting similar work. Provide expert advice on innovative exposure screening methods to other OEHHA programs and CalEPA departments. |
| **Marginal Functions (Including percentage of time):** |
| 5% | Maintain professional and scientific expertise in public and environmental health and related scientific disciplines. Develop and lead scientific workshops on chemical exposure topics.  |
| 5% | Prepare scientific publications and give presentations at scientific conferences to highlight key aspects of major exposure studies and disseminate results of complex exposure assessments. |
| **Typical Physical Conditions/Demands:** |
| The job requires extensive use of a personal computer and the ability to sit/stand at desk, utilize a phone, and type on a keyboard for extended periods of time. Ability to lift 15 pounds, bend and reach above shoulders to retrieve files and/or documents.  |
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| **Typical Working Conditions:** |
| OEHHA has a hybrid work environment that includes work in an office setting and telework at home. Office work conducted in a cubicle in a downtown high-rise office building. Extensive computer use, which involves prolonged sitting, viewing of a monitor, and repetitive motion. Fieldwork required, including traveling to individual study participants’ homes to conduct exposure surveys. Frequent travel required for meetings with other State agencies, academic partners, and public meetings. Time-critical assignments. |
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| **Special Requirements of Position (Check all that apply):** |
| [ ]  Duties performed may require pre-employment and/ or routine screenings (background/criminal/fingerprint clearance, drug testing, fingerprinting, physical, etc.).[ ]  Duties require participation in the DMV Pull Notice Program. [ ]  Performs other duties requiring high physical demand. (Explain below) [ ]  Requires repetitive movement of heavy objects and/or operation of heavy machinery or motorized vehicles.[ ]  Other (Explain below)  |

**Explanation:**

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| **Supervisor Statement** |
| I certify this duty statement represents an accurate description of the essential functions of this position. I have discussed the duties of this position with the employee and provided the employee a copy of this duty statement. |
| Supervisor Name | Supervisor Signature | Date |
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**Employee Statement** |
| I have discussed these duties with my supervisor and have been provided a copy of this duty statement.I certify I have read, understand, and can perform the duties of this position either with or without reasonable accommodation\*.  |
| *\*A Reasonable accommodation is any modification or adjustment made to a job, work environment, or employment practice or process that enables an individual with a disability or medical condition to perform the essential functions of his or her job or to enjoy an equal employment opportunity. (If you believe reasonable accommodation is necessary, check yes. If unsure of a need for reasonable accommodation, inform the hiring supervisor, who will discuss your concerns with the Reasonable Accommodation Coordinator.)*  |
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| Do you need a reasonable accommodation to perform the essential functions of this position?  |
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| [ ] **YES** | [ ] **NO** |

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| Employee Name  | Employee Signature | Date |
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