

<b>Classification</b> Environmental Scientist	<b>Position Number</b> 814-403-0762-xxx	<b>Location</b> Sacramento (Headquarters)
<b>Division/Branch</b> PPD/ Environmental Monitoring Branch	<b>Supervisor's Classification</b> Senior Environmental Scientist (Supervisory)	<b>Collective Bargaining Identification Designation (CBID)</b> R10
<b>Conflict of Interest Disclosure:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>Incumbent (If filled)</b> 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

I have read and discussed these duties with my supervisor.

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

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 close supervision of the Senior Environmental Scientist (Supervisory), the Environmental Scientist at this entry-level position performs a variety of the less complex professional scientific office and fieldwork assignments. The ES applies scientific methods and principles in the identification, research, and solution of problems in the areas of environmental monitoring of toxic and hazardous materials. The incumbent may analyze and evaluate available data on the effects of water pollutants on human health, vegetation, aquatic wildlife, and water quality. Specific responsibilities include:</p>
40%	<p><b><u>ESSENTIAL FUNCTIONS:</u></b></p> <p>Performs the full range of duties involving planning, organizing, and coordinating scientific/technical research and statistical analysis to determine the effects of the off-site transport of pesticides on environmental health (e.g., soil, water and biota). Conducts and participates in field research studies and field sampling in support of surface water program objectives. Conducts scientific evaluations for potential water quality impacts of new or expanded use of pesticide products. Supports programmatic responses to registration evaluations which may include drafting reports related to California Environmental Quality Act (CEQA) requirements.</p>
30%	<p>Coordinates monitoring and mitigation studies and other cooperative projects with agencies, universities, growers, registrants, County Agricultural Commissioners and other stakeholders. Serves as a program liaison with other programs within the Department and with external stakeholders; negotiates and manages extramural research contracts and agreements. Recruits, interviews, and serves as lead to Scientific Aides.</p>
25%	<p>Writes scientific reports and technical documents for publication. Makes oral presentations to governmental organizations, scientific associations, growers, and the public. Performs critical review of data, project proposals, and reports submitted by registrants, DPR staff, and other agencies for scientific integrity.</p>
5%	<p><b><u>MARGINAL FUNCTIONS:</u></b></p> <p>Performs other duties consistent with the specifications of the classification.</p> <p><b><u>WORKING CONDITIONS:</u></b></p> <ul style="list-style-type: none"> <li>• Works in a high-rise building, under artificial lighting.</li> <li>• Uses a computer up to 8 hours per day.</li> <li>• This position will require some travel which may include weekends or occasional nights away from the office during the year (up to 25% of the time).</li> </ul>

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	<p><b><u>WORKING CONDITIONS continued:</u></b></p> <ul style="list-style-type: none"> <li>• Employee must be capable of performing field studies and site visits that may involve hiking or climbing in areas with moderate slopes, unpaved surfaces, undeveloped roads, and other areas or structures where studies may be required. The employee must have the ability to conduct field work for long hours under a variety of climatic conditions and, also, operate vehicles on public roadways or travel to remote areas.</li> <li>• Travel which includes flying and/or driving on short notice and overnight stays will be required on trips to various field locations and meetings.</li> </ul> <p><b><u>RANGE DIFFERENCES:</u></b></p> <p><i>Range A:</i> Working at the entry level under the close supervision of a Senior ES, the ES Range A performs the less difficult and responsible tasks in accordance with detailed instructions and specific standards.          Conducts preliminary and less complex research and statistical analysis. Assists in the coordination of studies and projects. Prepares preliminary drafts of reports; prepare drafts of routine correspondence; answer questions of a routine and minor nature.</p> <p><i>Range B:</i> Working under the general supervision of a Senior ES, the ES Range B performs research and statistical analysis of average difficulty. Coordinates studies and projects. Prepares reports, correspondence, and answers questions of a routine and minor nature. Performs less complex reviews of data, project proposals and reports.</p> <p><i>Range C:</i> Working independently at the full journey level under the direction of a Senior ES, the ES, Range C performs the more complex tasks. Coordinates complex studies and projects. Performs complex research and statistical analysis. Develops and trains others on the use of new field methods for assessing pesticide contamination. Recruits, interviews, and serves as Lead to Scientific Aids and Student Assistants.</p> <p><b><u>CRITICAL JOB COMPETENCIES:</u></b></p> <p><b>Communication</b> - Make clear and convincing oral presentations to individuals or groups; inform, persuade, build consensus; know the audience; facilitate open exchange of ideas/opinions; select and use appropriate communication approach; actively listen; effectively use e-mail; avoid mixed messages – the body language says one thing, the words another; and apply business-writing principles to all written communications.</p> <p><b>Ethics/Integrity</b> - Create culture of trusting relationships; demonstrate trust and principled leadership; promote organizational vision and values through ethical leadership principles; tell it straight – open and honest even about the bad news; admit mistakes - not an admission of weakness</p>

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	<p><b><u>CRITICAL JOB COMPETENCIES continued:</u></b>            but as having integrity and being trustworthy; and provide examples of the vision and values of the organization through own authenticity.</p> <p><b>Flexibility/Adaptability</b> - Readily integrate changes midstream into work processes and outputs; demonstrate openness to new organizational structures, procedures, and technology; shift gears comfortably.</p> <p><b>Communication</b> - Make clear and convincing oral presentations to individuals or groups; inform, persuade, build consensus; know the audience; facilitate open exchange of ideas/opinions; select and use appropriate communication approach; actively listen; effectively use e-mail; avoid mixed messages – the body language says one thing, the words another; and apply business-writing principles to all written communications.</p> <p><b>Ethics/Integrity</b> - Create culture of trusting relationships; demonstrate trust and principled leadership; promote organizational vision and values through ethical leadership principles; tell it straight – open and honest even about the bad news; admit mistakes - not an admission of weakness but as having integrity and being trustworthy; and provide examples of the vision and values of the organization through own authenticity.</p> <p><b>Flexibility/Adaptability</b> - Readily integrate changes midstream into work processes and outputs; demonstrate openness to new organizational structures, procedures, and technology; and shift gears comfortably.</p> <p><b>Problem Solving</b> - Persevere in the face of obstacles such as diminishing financial resources; know there is more than one way to get to the destination; anticipate problems and encourage a culture of proactive problem solving; and ensure comprehensive evaluation of the costs and benefits of all options in determining the preferred solution.</p> <p><b>Project Management</b> - Garner support for projects; develop work plan with tasks, timeframes, milestones, resources, and dependencies; use resources efficiently and manage effectively within budget limits; anticipate potential problems and institute controls and contingency plans to address them; and monitor project progress.</p> <p><b>Self-Motivation, Optimism, Sustained Commitment, Perseverance, Patience</b> - Demonstrate a bias toward optimism and maintain sense of humor; retain stamina and bounce back from setbacks; view mistakes as opportunities for growth/positive learning experiences; and empower yourself first and then your staff.</p> <p><b>Teamwork</b> - Facilitate and maintain cooperative working relationships; work toward accomplishment of group goals; value and encourage the input and expertise of others; and foster commitment, team spirit, pride, and trust.</p> <p><b>Technical Credibility</b> – Understand and appropriately apply procedures, requirements, policies, and</p>

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Percent of Time	Activity
	regulations related to specialized expertise; integrate technology into the work to improve program effectiveness; possess up-to-date knowledge in the profession and industry and access other expert resources when appropriate; and translate concepts and ideas into strategies and action steps.