

DUTY STATEMENT

CURRENT PROPOSED

RPA Number: 24-SCPP-376 25-SCPP-035	Classification Title: Associate Toxicologist	Position Number: 810-340-7941-001
Incumbent Name:	Working Title:	Effective Date:
Tenure: Permanent	Time Base: Full-Time	Intermittent Hours Per Month:
Division/Office: Safer Consumer Products Program	Section/Unit: Toxicology and Exposure	Reporting Location: Statewide
Supervisor's Name: Nathalie Pham	Supervisor's Classification: Senior Toxicologist	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 checked="" 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 Monica Vasquez	HR Analyst Signature <i>Monica Vasquez</i>	Date 4/23/24
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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.

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 the general direction of the Senior Toxicologist (Supervisory), the Associate Toxicologist is responsible for providing expert scientific support in the areas of toxicology, human and ecological hazard and exposure assessments, risk communication along with other tasks directly related to toxicology,

exposure and risk assessment, and public health. The Associate Toxicologist independently, or as a team leader, performs one or more of the following activities: conducts complex and difficult technical reviews of scientific literature and data; identifies chemicals and consumer products that pose risks to people or the environment; develops and implements enforcement activities and regulatory responses; recommends actions to ensure the effective implementation of the Safer Consumer Products (SCP) program; and prepares or leads the preparation of technical and regulatory reports, proposals, policies, memoranda, and correspondence. Specific duties include, but are not limited to:

Essential Functions (Including percentage of time):

30%	<p>Hazard Assessment</p> <p>Conducts evaluations of potential hazards to human health and the environment of chemicals in consumer products in support of the implementation of the Safer Consumer Products (SCP) regulations. Utilizes knowledge in public health and toxicity to perform assessments of human and ecological hazards of toxic chemicals. Interprets provisions outlined in the Green Chemistry Hazard Traits, Toxicological and Environmental Endpoints and Other Relevant Data regulations (Cal. Code Regs., tit. 22, § 69401 et seq.) for the implementation of SCP regulations. Reviews and assists in use of computational toxicity tools, informatics, and new approach methodologies (NAMs) tools to provide data of sufficient quality in support of DTSC decisions under SCP. Applies methods to evaluate the human health and ecological toxicity of emerging chemicals, and chemical classes. Learns and applies comparative hazard assessment tools (e.g., GreenScreen, Hazard Comparison Dashboard) and assists in the interpretation of the results of such tools. Reviews and evaluates less-specialized toxicological information including acute/subchronic and chronic toxicity, reproductive and development toxicity, carcinogenicity, and other relevant toxic endpoints in support of Safer Consumer Products.</p>
25%	<p>Exposure Assessment</p> <p>Evaluates potential human and ecological exposure pathways to chemicals in consumer products to ensure the consideration of multiple environmental media (e.g. soil, water, air, biota) and sensitive subpopulations to support Safer Consumer Products (SCP) decisions for product prioritization. Evaluates the environmental fate and transport of chemicals known to be present in consumer products in order to assist in the development of conceptual models for exposure. Prepares scientifically sound and legally defensible technical memoranda to document and communicate the scientific findings of such assessments to ensure the integration of human health and ecological considerations into SCP decision-making processes.</p>
25%	<p>Technical Support and Consultation.</p> <p>Prepares, reviews, and evaluates program documents, of low to medium level of complexity, and similar technical documents integrating scientific, toxicological, and ecological principles to assess potential health impacts. Assists in the preparation of technical memoranda and provide technical consultation to SCP staff and management. May serve in a lead capacity in the review of toxicological content of SCP technical documents developed by other DTSC scientific and technical staff. Provides technical support on hazard and exposure assessment issues (as identified above) supporting decision making related to Alternatives Analyses.</p>
5%	<p>Interagency and External Technical Coordination</p> <p>Participates in intra- and extra-Department investigations, coordination efforts, team meetings, work groups, and collaborations with Federal (e.g., U.S. Environmental Protection Agency (EPA), U.S. Fish and Wildlife Service (FWS) and California (e.g., Office of Environmental Health Hazard Assessment (OEHHA), State Water Resources Control Board (SWRCB), and the California Department of Fish and Wildlife (DFW) entities to maintain knowledge of current strategies and techniques necessary to provide screening and categorization of potential adverse effects on human health and ecological systems. Utilizes various communication and collaboration tools, including but not limited to virtual meeting platforms and relevant software applications to aid in</p>

	the participation of intra- and extra-department activities.
5%	<p>Project Management May serve in a lead capacity within the SCP program to oversee multifaceted responsibilities such as the assessment of chemical hazards and exposure from consumer products and the assessment of safer alternatives. Supports the development of project proposals, workplans, and schedules; track project milestones, resources, and deliverables; provides regular project status reports to project sponsor or SCP management; and identifies project risks and actions to mitigate risks. Works with project team members to ensure that best practices are followed in SCP activities. Coordinates and communicates with team supervisors and members regarding project schedules, priorities, and the quality and timeliness of team member assignments.</p>
5%	<p>Administrative Duties Conducts, coordinates, and prepares reports for the Senior Toxicologist on project statuses, work plan summaries, budgets, resource projections, and other administrative reports as necessary. Identifies possible project delays and actual delays, determines cause, and provides proposed solutions to the Senior Toxicologist. Timely submits administrative requests including those for leave, overtime, travel, and training in a timely and appropriate manner. Ensures precise time reporting in the Daily Log timekeeping system and submits timesheets by the due date. Utilizes administrative tools and systems to streamline processes and facilitate accurate record-keeping. Performs other duties as assigned to support the SCP program such as conducting special projects and making presentations.</p>
Marginal Functions (Including percentage of time):	
5%	<p>Training Duties Participates in developing toxicology, hazard, and exposure assessment training to DTSC and other agency staff to provide project managers with an understanding of the most current principles of toxicology. Participates in preparation of articles for publication in scientific journals and with organizing scientific and technical workshops pertinent to achieving the mission of the Program. Participates in scientific meetings and conferences at the local and national level.</p>
Typical Physical Conditions/Demands:	
<p>DTSC has a hybrid work environment that includes work in an office setting in a high-rise building and telework at home. Various time-critical assignments are part of the workload. Prolonged sitting while reviewing scientific articles, reports and generating scientific documents and reports is required. Repetitive motion in using office equipment occurs. Off-site meetings and teleconferences sometimes take place. Willingness to travel as needed. May be required to travel to other DTSC locations for business related needs as necessary.</p>	
Typical Working Conditions:	
<p>The job requires extensive use of a personal computer and the ability to sit/stand at a desk, utilize a phone, and type on a keyboard for extended periods of time.</p>	

