

DUTY STATEMENT

ASD/HRB-12 (REV. 03/2020) PAGE 1 OF 4

DUTY STATEMENT

Employee Name:	Current Date: 07/10/2025
Classification: Air Pollution Specialist	Position #: 673-920-3887-037
Division/Office: Sustainable Transportation & Communities	CBID: R09
Section: Transportation Analysis	
Supervisor Name: Nesamani Kalandiyur	Supervisor Classification: Air Resources Supervisor I

I certify that this duty statement represents an accurate description of the essential functions of this position.	
Supervisor:	Date: 07/10/2025

I have read this duty statement and agree that it represents the duties I am assigned.	
Employee:	Date: 07/10/2025

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 type="checkbox"/> Lead Person
<input type="checkbox"/> Supervisor	<input type="checkbox"/> Team Leader

DUTY STATEMENT

ASD/HRB-12 (REV. 03/2020) PAGE 2 OF 4

FOR SUPERVISORY POSITIONS ONLY:

Indicate the number of positions by classification that this position DIRECTLY supervises: N/A

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

FOR LEAD PERSONS OR TEAM LEADERS ONLY: N/A

Indicate the number of positions by classification that this position LEADS: N/A

MISSION OF SECTION: The Transportation Analysis Section of the Sustainable Transportation and Communities Division (STCD) is responsible for evaluating greenhouse gas (GHG) emissions from light-duty passenger vehicles in support of California's landmark SB 375 program. It assesses progress of transportation, housing, and land use strategies for reducing vehicle travel using data-supported metrics. Section staff also work closely with local and regional planning agency staff, air district staff, and various non-governmental stakeholders throughout California to encourage the adoption of ambitious transportation and land use plans, policies, and strategies that support State air quality and climate change goals. Finally, Section staff conduct analyses of regional transportation plans / sustainable communities strategies (RTPs / SCSs) developed by metropolitan planning organizations (MPOs) to determine whether the SCS could meet the GHG emission reduction goals established by CARB pursuant to SB 375.

The Section also implements CARB's role in transportation conformity under the federal Clean Air Act through calculating emissions budgets and working with air districts, regional transportation planning agencies, and other State and federal agencies.

Staff also coordinate Section work with other CARB units on interrelated issues, including but not limited to research, incentive programs, and vehicle technologies. Staff also participate in inter-agency workgroups and committees that contribute to developing policies, strategies, and tools important for implementing sustainable communities strategies and reducing vehicle miles traveled (VMT).

CONCEPT OF POSITION: Under the direction of the Air Resources Supervisor I (ARS I), the Air Pollution Specialist (APS) supports implementation of California's Senate Bill (SB) 375 and SB 150 programs. The position requires technical skills, transportation and land use planning capabilities, and the ability to work well with policy staff to evaluate transportation, land use, housing, and emissions data. Under the direction of the ARS I, the incumbent will apply scientific and analytical principles, including an understanding of land use and transportation planning principles and concepts, and their implications for equity, when preparing and presenting comprehensive reports on current land use, transportation, and housing issues and policies to CARB management and stakeholders.

The incumbent will bridge the policy and technical worlds by synthesizing policy considerations and technical information into work products and recommendations. The APS is also responsible for coordinating criteria pollutants and greenhouse emissions programs with other public agencies (e.g., local air districts, metropolitan planning organizations, the California Department of Transportation) and representing CARB in various joint projects, speaking before a group of stakeholders, answering inquiries, and preparing correspondence. The position may require travel for meetings and to conduct workshops up to 10 percent of the time.

DUTY STATEMENT

ASD/HRB-12 (REV. 03/2020) PAGE 3 OF 4

<u>% OF TIME</u>	<u>RESPONSIBILITIES OF POSITION</u>
40% E	<p>Use scientific methods and principles to support the SB 375 program by:</p> <ul style="list-style-type: none"> • Evaluating RTPs and SCSs as they relate to the implementation of the SB 375 program; • Reviewing the tools and methods used by the MPOs and conducting transportation, land use, and equity analyses to determine whether the SCSs would meet regional GHG reduction goals established by CARB; • Researching and collaborating with other agencies to develop new tools to evaluate the cost-effectiveness of various transportation projects (e.g., Cal B/C tool); and • Coordinating and providing a critical review of research projects related to transportation planning, land use programs, and equity analysis;
30% E	<p>Use computer software and models to estimate the emissions impacts of various motor vehicle control scenarios for:</p> <ul style="list-style-type: none"> • Monitoring of regional and local land use and transportation development strategies related to the implementation of California's SB 375 and SB 150 programs; • Collecting, compiling, analyzing, and understanding VMT trends, travel behavior, and future mobility using datasets and tools such as household travel surveys and big data analytics; • Summarizing data and trends to understand changes in travel behavior and mobility patterns (e.g., changes due to COVID-19, transportation strategies, etc.), including trends in transportation and housing equity; • Conducting complex geospatial and statistical data analysis of large datasets;
20% E	<ul style="list-style-type: none"> • Coordinating and participating in inter-agency technical advisory committees that develop modeling guidelines and design statewide travel surveys to understand travel behavior; • Commenting on and developing legislative and budget proposals; and • Answering inquiries and assisting the public in matters relating to public meetings or workshops, especially those related to regional land use, transportation data analysis, and advancing social and racial equity reporting;
10% M	<ul style="list-style-type: none"> • Maintaining relationships both within CARB and with outside agencies involved in, or affected by, CARB's transportation conformity and SB 375 program through regular email and phone communication, as well as preparing for and occasionally traveling within the State to attend meetings, workshops, and seminars; and • Performing related duties as needed or assigned by CARB management, including miscellaneous tasks supporting the SB 375 program, social and racial equity analysis, or other assigned projects.

DUTY STATEMENT

ASD/HRB-12 (REV. 03/2020) PAGE 4 OF 4

Current/Proposed