

**DUTY STATEMENT**

Employee Name:	Position Number: <b>581-721-5588-909</b>
Classification: Research Scientist II (Physical/Engineering Sciences)	Tenure/Time Base: Limited Term/Full Time
Working Title: Indoor Air Quality Specialist	Work Location: 850 Marina Bay Parkway, Richmond, CA 94804
Collective Bargaining Unit: R10	Position Eligible for Telework (Yes/No): Yes
Center/Office/Division: Center for Laboratory Sciences/Division of Environmental Health Laboratories	Branch/Section/Unit: Environmental Health Laboratory Branch / Air Quality Section / Emergency Preparedness Unit

All employees shall possess the general qualifications, as described in California Code of Regulations Title 2, Section 172, which include, but are not limited to integrity, honesty, dependability, thoroughness, accuracy, good judgment, initiative, resourcefulness, and the ability to work cooperatively with others.

This position requires the incumbent to maintain consistent and regular attendance; communicate effectively (orally and in writing) 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 departmental policies and procedures.

All California Department of Public Health (CDPH) employees perform work that is of the utmost importance, where each employee is important in supporting and promoting an environment of equity, diversity, and inclusivity, essential to the delivery of the department's mission. All employees are valued and should understand that their contributions and the contributions of their team members derive from different cultures, backgrounds, and life experiences, supporting innovations in public health services and programs for California.

**Competencies**

The competencies required for this position are found on the classification specification for the classification noted above. Classification specifications are located on the [California Department of Human Resource's Job Descriptions webpage](#).

**Job Summary**

This position supports the California Department of Public Health's (CDPH) mission and strategic plan by strengthening the state environmental public health program and activities aimed at improving indoor air quality (IAQ) to advance the health and well-being of California's diverse people and communities.

The Research Scientist (RS) II (Physical/Engineering Sciences) plans, organizes, and carries out scientific research, field investigations and/or policy projects of broad scope and complexity to reduce

exposures to airborne pollutants and pathogens by improving IAQ as mandated under Health and Safety Code §425, §105400 et seq. The RS II also assists in developing educational materials and provides consultation to local, state, and community organizations as related to ventilation, low-cost sensors, IAQ and control of infectious aerosols.

The incumbent works under the general supervision of Research Scientist Supervisor I, Unit Chief of the Emergency Preparedness Unit, within the Air Quality Section (AQS) of Environmental Health Laboratory Branch (EHLB).

### Special Requirements

- ☐ Conflict of Interest (COI)
- ☐ Background Check and/or Fingerprinting Clearance
- ☐ Medical Clearance
- ☒ Travel: Up to 10%, with possibility of overnight stay
- ☐ Bilingual: Pass a State written and/or verbal proficiency exam in
- ☐ License/Certification:
- ☐ Other:

### Essential Functions (including percentage of time)

- 30% Review and analyze the scientific literature pertaining to IAQ hazards and their control strategies in the built environment, including the literature pertaining to aerosol emission and transport. Produce technical reports and assist with policy recommendations aimed at reducing exposures to airborne pollutants and pathogens as well as IAQ improvements in general.
- 30% Propose, design, and conduct modeling or field assessments/monitoring studies to evaluate the effectiveness of ventilation, use of low-cost IAQ sensors and other IAQ control strategies to reduce the risks of exposures to airborne pathogens or pollutants (e.g., those from wildfire smoke) in the built environment, e.g., schools and skilled nursing facilities. Assist with writing, publishing, and presenting study findings to scientific communities.
- 15% Serve as technical scientific consultant to other research scientists and officials within CDPH and in other state, federal, and local agencies. Provide specialized technical information within the Department on matters related to IAQ, low-cost sensors, and control of airborne infectious aerosols, including legislative analyses, strategic planning, and fiscal & economical impacts. Provide technical assistance to state, local, and non-governmental agencies on IAQ.
- 10% Develop IAQ education materials and provide technical assistance and outreach to the general public on their questions about IAQ, in collaboration with the health program specialist.
- 10% Conduct other tasks necessary to complete IAQ project deliverables, including assisting with report approvals and meetings.

### Marginal Functions (including percentage of time)

- 5% Perform other work-related duties.

☐ I certify this duty statement represents an accurate description of the essential functions of this position. I have discussed the duties and have provided a copy of this duty statement to the employee named above.

☐ I have read and understand the duties and requirements listed above and am able to perform these duties with or without reasonable accommodation. (If you believe reasonable accommodation may be necessary, or if unsure of a need for reasonable accommodation, inform the hiring supervisor.)

Supervisor's Name:	Date	Employee's Name:	Date
Supervisor's Signature	Date	Employee's Signature	Date

**HRD Use Only:**

Approved By: CP

Date: 10/6/25