

**DUTY STATEMENT**

Employee Name:	Position Number: <b>580-732-7948-002</b>
Classification: Public Health Microbiologist II	Tenure/Time Base: Permanent/ Full-time
Working Title: Zoonotic & Vector-borne Diseases Scientist	Work Location: Richmond, CA
Collective Bargaining Unit: R10	Position Eligible for Telework (Yes/No): No
Center/Office/Division: Center of Laboratory Sciences/Infectious Diseases Laboratories Division	Branch/Section/Unit: Viral and Rickettsial Disease Laboratory Branch/Zoonotic & Vector-Borne Diseases Section/Rabies & Zoonotic Diseases Reference 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 preparing for and responding to public health threats.

The Public Health Microbiologist (PHM) II, acting as the Zoonotic & Vector-borne Diseases Scientist in Rabies & Zoonotic Diseases Reference Unit of the Zoonotic & Vector-borne Diseases Section will provide technical leadership and assist in the planning, direction of work of the Zoonotic & Vector-Borne Diseases Section. This position will perform high complexity diagnostic testing, including targeted and next generation sequencing methods to transition from COVID-19 response efforts to

implement new and more sophisticated technologies for advanced laboratory surveillance and diagnostic testing for future outbreaks with potential for broad community spread, including diagnostic testing to support the ongoing SARS-CoV-2 response as well as for rabies, hantaviruses, arboviruses, and select rickettsial diseases, using both in-house and commercial diagnostic assays, and requiring initiative and independent judgment. This position will also perform, interpret, and report complex diagnostic and reference testing in support of any emerging viral or rickettsial disease threat of public health significance.

The incumbent works under the general direction of the Public Health Microbiologist Supervisor (Virology) of the Rabies & Zoonotic Diseases Reference Unit.

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**Special Requirements**

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- ☐ Conflict of Interest (COI)
- ☒ Background Check and/or Fingerprinting Clearance
- ☒ Medical Clearance
- ☐ Travel:
- ☐ Bilingual: Pass a State written and/or verbal proficiency exam in
- ☒ License/Certification: Public Health Microbiologist Certification
- ☐ Other:

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**Essential Functions (including percentage of time)**

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- 30% Uses specialized and advanced techniques, develops, and applies complex, non-standardized virologic analyses and performs reference testing for virus and host immune response by direct viral detection, including specialized cell culture procedures, fluorescent labeled antibody assays, neutralization, Polymerase Chain Reaction (PCR), sequencing, enzymatic-based assays, and general virus identification methods according to Viral and Rickettsial Disease Laboratory (VRDL) standard operating procedures.
- 20% Performs technical applied research and method development work. Assists in the development, evaluation, and application of highly specialized procedures for detection of viral antigens (or antibodies) in clinical specimens, including immunofluorescence assays, improved virus isolation procedures, PCR and other molecular assays to ensure that VRDL maintains the most accurate, state of the art diagnostic testing capabilities. Develops and performs novel molecular detection assays as well as whole genome sequencing such as the Clear Labs rapid SARS-CoV-2 WGS and long-read Nanopore sequencing for other significant zoonotic and vector borne viral pathogens of public health significance.
- 20% Maintains records of patient specimens and test results for virus detection, serology and special studies. Analyzes test results using electronic spreadsheets and databases. Reviews and interprets complex data and quality control results. Maintains electronic databases of laboratory results.
- 10% Participates in training of other technical staff, local laboratory staff, and microbiologist trainees in the use of standardized and specialized microbiological procedures. Provides guidance on

interpreting results, troubleshooting complex assays, and maintaining accuracy in standard methods. Provides technical consultation to local public health and clinical laboratorians.

- 10% Participates in the development of and adheres to safety and quality control procedures in the handling of hazardous biological and chemical materials, and in the maintenance of laboratory equipment and reagents.

### **Marginal Functions (including percentage of time)**

- 5% Maintains protocols and quality control procedures. Prepares technical reports and collaborate in preparation of papers. Oversees orders of equipment, supplies and reagents.
- 5% Other applicable duties as assigned, including assisting other units or sections as needed for surge capacity.

☐ 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: <b>Ruth Lopez</b>	Date	Employee's Name:	Date
Supervisor's Signature	Date	Employee's Signature	Date

### **HRD Use Only:**

Approved By: CP

Date: 10/10/25