

DUTY STATEMENT

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Employee Name: VACANT	Current Date: October 2025
Classification: Air Resources Engineer	Position #: 673-400-3735-016
Division/Office: Transportation and Toxics	CBID: R09
Section: Freight Systems Section	
Supervisor Name: Layla Gonzalez	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:

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

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 checked="" type="checkbox"/> None	<input type="checkbox"/> Lead Person
<input type="checkbox"/> Supervisor	<input type="checkbox"/> Team Leader

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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 LEADPERSONS OR TEAM LEADERS ONLY:

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

MISSION OF DIVISION: The Transportation and Toxics Division (TTD) is responsible for regulatory and non-regulatory activities to: reduce air toxics, criteria air pollution, and greenhouse gases from freight transportation (including implementation of existing rules, development of new rules and plans, and administration of incentive programs); characterize the health risk from toxic air contaminants; and develop and implement regulatory measures and other programs to reduce the localized health risk from air toxics. The impacts of poor air quality are disproportionately felt by disadvantaged communities and race is the single largest predictor of whether someone will be adversely impacted by air pollution. Thus, TTD aims to prioritize elevated health risks in disadvantaged communities to ensure that we are more equitably serving all Californians and is committed to advancing racial equity and practicing effective community outreach and engagement. This requires supporting policies that fairly address environmental and socioeconomic inequities throughout the State and is supported by meaningfully engaging with air quality partners, especially in low income and communities of color. Air Quality Partners include community members, environmental justice advocates and organizations, community-based organizations, air districts, regulated entities, and other impacted individuals.

MISSION OF SECTION: The Freight Systems Section supports the Freight Transport Advancement Branch's mission to reduce emissions of air toxics, criteria pollutants, and greenhouse gases from freight transportation through the development and implementation of California Air Resources Board (CARB) sustainable freight initiatives. Activities, conducted in concert with other branches and divisions, to support this mission include: conducting stakeholder outreach, developing and implementing regulations and strategies, implementing enforceable agreements, and promoting clean advanced technologies. This section is lead for implementing emission reduction strategies for freight and passenger locomotives.

CONCEPT OF POSITION: Under close supervision (Range A) or supervision (Range B/C/D) of the Air Resources Supervisor I, the Air Resources Engineer (ARE) is responsible for providing engineering and freight-related knowledge, and leading and working productively in multi-divisional and stakeholder teams, to support the development and implementation of CARB policies that will facilitate a transition to a zero-emission freight transportation system. The ARE is also responsible for performing engineering duties related to air pollution programs; conducting technical analyses; developing and presenting recommendations to CARB management; and conveying highly technical information to diverse audiences through a variety of correspondence, including briefing papers, presentations, technical support documents to support rulemaking, workshops, and other informational materials related to freight transportation.

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<u>% OF TIME</u>	<u>RESPONSIBILITIES OF POSITION</u>
30%-E	<p>Provide engineering and freight equipment knowledge for the branch in the development and implementation of CARB policies that will facilitate a transition to a zero-emission freight transportation system and supporting freight equipment tracking and reporting system(s). Work with other staff, management, and stakeholders to research, analyze, design, communicate, recommend, and implement freight regulatory efforts and emission reduction strategies. Participate in multi-divisional and stakeholder teams to provide an engineering perspective on available technologies needed to implement solutions that ensure compliance of CARB-regulated freight transportation equipment. Work with staff, management, and stakeholders to research, analyze, design, recommend, and implement a comprehensive system that considers innovative equipment, infrastructure, and logistics. Work with highly technical groups of professionals to evaluate off-the-shelf and cutting-edge technologies in development. Consistently evaluate projects, policies, programs, regulations, and decisions to identify and address racial inequity, including inequitable processes and impacts. Use racial equity tools, strategies, and techniques to develop, implement, and update project-specific equity action plans for all work products.</p>
25%-E	<p>Use engineering principles and methods to collect, analyze, and interpret data on emissions, health risk, and freight system transportation and operations to evaluate relevance, develop policy recommendations, and help ensure that data is accurately reflected in CARB tools, models, and inventory. Develop and present comprehensive oral and written reports to the Board, other agencies, and the public on California's progress in reducing the emissions and health risk from freight transportation. Assist with the development of emissions reductions strategies including incentives, as well as industry initiatives and agreements in reducing freight transportation emissions to support the development of CARB regulations. Perform office engineering duties related to freight-related air pollution and greenhouse gas emission control programs using engineering skills knowledge. Use community engagement tools, strategies, and techniques to develop, implement, and update project-specific community outreach and engagement plans.</p>
20%-E	<p>Assist with external outreach including responding to inquiries from the public, communities, industry, and other state, federal, and local agencies. Convey highly technical information to diverse audiences with varying technical backgrounds. Engage with air quality partners from diverse backgrounds and communities by developing and maintaining relationships, communicating effectively, participating in meetings as needed, and being available as a resource to help partners navigate technical processes and</p>

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	meaningfully participate in CARB processes. Advise and consult with federal, state, and local agencies involved in air pollution control, local air districts and transportation agencies; federal and state agencies; ports, railroads, and other industry groups; affected communities; and other stakeholders to implement the Board's priorities for achieving progress toward a zero-emission freight transportation system.
20%-E	Prepare and deliver clear and concise correspondence; briefing papers; issue papers; engineering-based technical and policy reports; speeches; technical support documents to provide the basis for rulemaking; rulemaking materials per the Administrative Procedures Act requirements; materials for workshops and Board presentations; and other informational materials that will facilitate a transition toward a zero-emission freight transportation system. Maintain professional, courteous relationships with internal coworkers and management and all external stakeholders. Attend local meetings, conferences, etc.
5%-M	Perform other duties related to such as assisting other sections or branches within the division by providing policy, written, or technical support for special projects to meet division objectives.