

**DUTY STATEMENT**

Employee Name:	Position Number: 580-353-5594-013
Classification: Research Scientist III (epi/bio)	Tenure/Time Base: Permanent, Full-Time
Working Title: Data Scientist/Epidemiologist	Work Location: 850 Marina Bay Parkway, Bldg.P, 3 <sup>rd</sup> Floor Richmond, CA
Collective Bargaining Unit: R10	Position Eligible for Telework (Yes/No): Yes
Center/Office/Division: Center for Healthy Communities	Branch/Section/Unit: Environmental Health Investigations Branch Exposure Investigations Section Investigations 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 mission and strategic plan by building the public health infrastructure necessary to respond effectively to non-infectious toxicological outbreaks or natural disasters, to prevent harmful exposures, and protect the health of Californians. The Research Scientist III (epi/bio) serves as a subject matter expert in data science and conducts public health investigations of non-infectious agents to identify, respond, and prevent toxicological outbreaks.

The incumbent works under the general direction of the Environmental Program Manager, of the Exposure Investigations Section, within the Environmental Health Investigations Branch (EHIB). The incumbent serves as EHIB's data scientist and epidemiologist with the Toxicological Outbreak Program. The incumbent develops data pipelines, conducts regular data quality assessments and implements corrective actions as needed, develops case definitions, investigation surveys, protocols, and provides expertise in identifying non-infectious agents of exposure.

### Special Requirements

- ☐ Conflict of Interest (COI)
- ☐ Background Check and/or Fingerprinting Clearance
- ☐ Medical Clearance
- ☒ Travel: 10% in-state and possibility of overnight
- ☐ Bilingual: Pass a State written and/or verbal proficiency exam in
- ☒ License/Certification: Class C driver's license
- ☐ Other:

### Essential Functions (including percentage of time)

- 40% Serves as a data scientist supporting programs across EHIB. Collaborates with Toxicological Outbreak Program, Biomonitoring California and the Environmental Health Laboratory Branch (EHLB) staff in data modernization for improved operational efficiency. Develops automated, scalable, and secure data pipelines that facilitate seamless exchange of laboratory, biological and environmental data between centers/branches. Works with EHLB staff to ensure integration of laboratory and field data to support comprehensive environmental health investigations. Conducts data quality assessments and makes system improvements as needed. Provides scientific guidance and technical consultation on automated data systems, data collection/management and environmental health surveillance.
- 40% Designs and conducts epidemiologic investigations for the Toxicological Outbreak Program during toxicological outbreak response. Assists in developing case investigation surveys and case definitions, interprets and manages laboratory testing results, and maintains data storage systems. Maintains awareness of toxicological literature relevant to chemicals, toxins (chemical or biological origin), and natural disaster-related environmental exposures. Assists with developing reports, reference materials, and maintaining a resource library for toxicological outbreak investigations. Liaises with interdepartmental, state and federal agency colleagues and the public. Develops and delivers training to cross-disciplinary scientific, and lay audiences on concepts related to identifying, responding to, and preventing toxicological outbreaks. Exercises proficiency in plain language writing and interpretation of scientific concepts for the lay audience.
- 15% Serves as the subject matter expert and scientific advisor to other scientists and program staff. Coordinates with professional staff from other State, local, and Federal agencies on major scientific projects and investigations. Contributes to the development of protocols and best practices for environmental health surveillance and toxicological outbreak response.

### Marginal Functions (including percentage of time)

5% Performs other job-related duties as assigned.

☐ 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 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: DN

Date: 12/2025