

DUTY STATEMENT

Employee Name:	Position Number: 580-720-5609-003
Classification: Research Scientist Senior	Tenure/Time Base: Permanent/Full-Time
Working Title: Senior Research Advisor (Chemical or Microbiological Sciences)	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:

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 providing evaluations and scientific recommendations as a scientific expert.

The Research Scientist Senior will serve as a Senior Research Advisor. Plan, direct, and execute major innovative and investigative, special research projects on behalf of the Division of Environmental Health Laboratories (DEHL). Responsible for conducting large scope, complex and sensitive scientific research work as assigned by the Division Chief. Conceive, plan, and conduct research on new and unexplored research matters. Provide consultation to DEHL departmental management, Center for Laboratory Sciences (CLS) leadership and others as requested; make

presentations to State public health experts and the community on the scientific research conducted and publish this research in scientific journals.

The incumbent works under the general direction of the Division Chief of the Division of Environmental Health Laboratories, CLS.

Special Requirements

- Conflict of Interest (COI)
- Background Check and/or Fingerprinting Clearance
- Medical Clearance
- Travel: Up to 5%
- Bilingual: Pass a State written and/or verbal proficiency exam in
- License/Certification:
- Other:

Essential Functions (including percentage of time)

- 40% Plan, direct, and execute major innovative and investigative, special research projects critical to meet CDPH's mission and vision. This includes the identification and analysis of unknown toxic substances in various biomonitoring projects, food, drugs, cosmetics, water, air, and the environment that may be harmful to the public or involved in specific outbreaks, injuries, or deaths in California. Gather and analyze all relevant, available, scientific, technical, medical, and other information from sources within and outside CDPH for these projects. Integrate the research and results of analysis into the decision-making process and prepare for use in public health prevention and control programs. Make scientific recommendations based on these studies.
- 30% Responsible for conducting large scope, complex and sensitive scientific research work on the analysis and identification of harmful substances; and identify, assess, and generate data on existing and emerging chemicals of concern in California as assigned by the Division Chief. Conceive, plan, and conduct research on new and unexplored research matter into contaminants, harmful substances, and chemicals of interest to develop methods and guidelines for Californians. Ensure high-quality results by adhering to the relevant laws, regulations, and policies, implementing, and monitoring the best practices and procedures.
- 15% Provide consultation to DEHL departmental management, CLS leadership and others as requested; make presentations to State public health experts and the community on the scientific research conducted on toxic chemicals, harmful substances, and chemicals of concern and products that may have adverse effects on public health and the environment and publish this research in scientific journals. Consult on chemical analysis data review, quality assessment, and monitoring in pre-production phases, (before project implementation and analysis of samples) for projects, of the incoming data as well as post-production phases, (the verification of final reporting or continuing reporting of data and its interpretation). Identify and troubleshoot data quality issues quickly and efficiently; review

reports on status; and monitor data outputs.

10% Develop and manage research grant agreements and/or contracts with Federal, State, and public health organizations on food product testing, drug testing, environmental testing, air quality

testing, and biomonitoring programs to ensure compliance with the terms and objectives of the grant. Consult with DEHL program staff, as subject matter expert, providing interpretation of scientific findings in the areas of contaminants, harmful substances, and chemicals of concern that Californians may be exposed to in support of public health research projects by CDPH and other organizations.

Marginal Functions (including percentage of time)

5% Other duties as needed. Some travel may be necessary.

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: 3/9/26