

DUTY STATEMENT

Employee Name: VACANT	Position Number: 580-351-5594-904
Classification: Research Scientist Staff	Tenure/Time Base: Limited Term /Full Time
Working Title: Senior Surveillance Epidemiologist	Work Location: 850 Marina Bay Parkway, P-3, Richmond, CA
Collective Bargaining Unit: R10	Position Eligible for Telework (Yes/No): Yes
Center/Office/Division: Center for Healthy Communities	Branch/Section/Unit Occupational Health Branch/Occupational Lead Poisoning Prevention Program

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 advancing health equity through prevention of illness and injury related to hazardous occupational exposures among vulnerable populations.

The Research Scientist Staff (RSS) provides epidemiologic expertise related to lead and other workplace hazards to which workers are exposed on the job. Prioritizes, plans, maintains, and acts as a lead in overseeing the Adult Blood Lead Registry. Designs and conducts research studies on human populations, public health investigations, and statistical evaluations of a highly developed scientific scope and complexity related to occupational lead poisoning and other recognized and emerging

occupational health issues in California. The RSS acts as subject matter expert and technical consultant for the public. May require periodic overnight travel to scientific meetings or investigation sites within California, up to 5%.

The incumbent works under the general direction of the Research Scientist Supervisor (RSS I) in the Occupational Lead Poisoning Prevention Program (OLPPP), Occupational Health Branch (OHB).

Special Requirements

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

Essential Functions (including percentage of time)

- 40% Leads the operation and maintenance of the California Adult Blood Lead Registry. Makes decisions regarding program direction, specific procedures to be utilized, and surveillance activities to be implemented. Collaborates with staff in the Childhood Lead Poisoning Prevention Branch to address lab compliance, information technology, reporting, collecting, and utilizing blood lead level results. Guides data processing and analysis activities. Prepares annual data reports to the National Institute for Occupational Safety and Health on data collection and statistics collaboratively. Conducts and disseminates OLPPP data analysis to stakeholders in reports, web pages, scientific abstracts, and journal articles. Uses data findings as the basis for recommending projects and interventions to be undertaken and prioritized to fulfill the OLPPP mandates. Supports management in administering the fee waiver and Assembly Bill 35 (elevated blood lead referral).
- 35% Plans, designs, and conducts major and complex research studies on human populations, public health investigations, and statistical evaluations related to California and national adult lead poisoning cases. Reviews and provides guidance on all research-oriented work products developed by OLPPP staff. Prepares and maintains education and outreach to inform clinical laboratories of reporting and compliance requirements for blood lead testing. Contributes to periodic strategic planning of research and support activities. Prepares presentations, technical reports, reports for the public, and scientific articles for publication. Presents findings in scientific journals or at scientific or public meetings.
- 10% Serves as a subject matter expert by providing epidemiology/biostatistics advice and consultation for OHB and CDPH programs, state, local and federal agencies, in the identification and prevention of occupational lead poisoning and other recognized and emerging occupational or environmental health issues. Provides technical expertise in the areas of surveillance, tracking, and research and intervention studies. Represents OLPPP at local, state, and national meetings, including serving on intra-agency committees.
- 5% Participates in administrative activities in support of the RSS I, including bill analysis,

legislation, regulation development, and coordinating responses to data inquiries and Public Records Act requests.

5% Reviews scientific literature to maintain and develop professional skills in the areas of surveillance, epidemiology, and statistical methods; attends scientific meetings and continuing education courses.

Marginal Functions (including percentage of time)

5% Performs other work-related duties as required.

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: CB
 Date: 03/2026