

JOB DESCRIPTION AND POSITION CLASSIFICATION

CLASSIFICATION Environmental Scientist, Permanent Intermittent		DWR POSITION NUMBER 0360-0762-900	SAP POSITION NUMBER 50105253	MCR 1
APPOINTEE Vacant		SAP PERSONNEL NO.	DIVISION/SECTION DISE/Aquatic Ecology	
COLLECTIVE BARGAINING IDENTIFIER Management Related BU: <input type="checkbox"/> Supervisory Related BU: <input type="checkbox"/> Confidential Related BU: <input checked="" type="checkbox"/> Rank and File BU: R10				
RESPONSIBILITIES EXERCISED <input type="checkbox"/> Supervisory <input type="checkbox"/> Lead Person		IMMEDIATE SUPERVISOR (Print) Mackenzie Miner	SUPERVISOR'S CLASSIFICATION Senior Environmental Scientist (Supv)	
APPROVED BY (Personnel Analyst's Name) Jennifer Greathouse			DATE 4-22-26	
<i>Percent of Time</i>	<i>Activity</i>			
45%	<p>POSITION SUMMARY: Under the direction of the Aquatic Ecology Unit (AEU) Unit Supervisor, the incumbent conducts field and laboratory work and supports the collection, management, and maintenance of ecological data for the Yolo Bypass Fish Monitoring Program.</p> <p>ESSENTIAL FUNCTIONS: This position requires the incumbent follow DWR policies and procedures, work collaboratively, foster a safe and inclusive work place, maintain regular, reliable attendance, and exercise sound judgment. Key duties include:</p> <p>Serve as a lead person in the collection of fisheries, invertebrate, and water quality data that support regulatory compliance, resource management, and ongoing research in the Yolo Bypass & Sacramento-San Joaquin Delta: Evaluate and adapt methodology in response to field conditions, data gaps, and the needs of investigations/special studies; recommend modifications as necessary to inform study objectives and regulatory analyses. Implement long-term monitoring protocols in the field while ensuring adherence to permit and safety requirements. Verify and align field methods with historical protocols to preserve data integrity, continuity and comparability. Operate, maintain, and troubleshoot field equipment and sampling gear, including rotary screw traps, fyke traps, beach seines, plankton nets, and water quality instrumentation. Coordinate field activities through maintenance of inventories, procurement, scheduling, and other logistical tasks. Author, revise and update safety documentation, sampling protocols, and metadata documents. Field work is often conducted aboard boats, in remote locations, and under variable weather conditions.</p>			
20%	<p>Data Management and Quality Assurance/Quality Control: Enter, manage, verify, and analyze ecological data using program databases (e.g., MS Access, Azure, Excel and Water Data Library) and statistical software. Design and implement quality assurance/quality control measures to ensure data accuracy, completeness, and consistency. Identify and flag potential data anomalies for further review. Author and maintain QA/QC documentation, and contribute to improvements in data management workflows. Coordination with program staff and database administrators to enhance data system functionality, data accessibility, and implement comparative data system analyses.</p>			
SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.				
SUPERVISOR'S NAME (Print) Mackenzie Miner		SUPERVISOR'S SIGNATURE ➤		DATE
EMPLOYEE'S STATEMENT: I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT.				
EMPLOYEE'S NAME (Print) Vacant		EMPLOYEE'S SIGNATURE ➤		DATE

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<i>Percent of Time</i>	<i>Activity</i>		
20%	<p>Laboratory Sample Processing & Analysis: Process and analyze water quality, biological, and genetic sample data in a laboratory. Conduct molecular analyses such as polymerase chain reaction (PCR) and metabarcoding. Prepare, preserve, and store samples and maintain accurate sample tracking documentation, including Chain of Custody forms. Coordinate and facilitate submission of samples to partner laboratories and contractors. Conduct biological dissections (e.g., coded wire tag recovery, tissue collection and preservation) and maintain organized laboratory workspaces and inventories.</p>		
15%	<p>Data Analysis & Reporting: Analyze and interpret environmental data using statistical and geospatial tools (e.g., R, GIS). Visualize data, prepare summaries, and conduct statistical analyses for technical reports, presentations, and other communication products. Author reports and document methods and results in support of scientific studies and monitoring programs. Present findings to internal teams and, as appropriate, at technical meetings or workshops. Ensure work products meet program standards.</p> <p>SPECIAL REQUIREMENTS</p> <p>The incumbent must be able to meet the demands of field sampling and have flexible hours that may include overtime. The incumbent must have the ability to conduct field work for long hours under a variety of climatic conditions and in rugged terrain.</p> <p>As work requires working in and around water and/or boats, the incumbent must be able to swim 50 yards and stay afloat at least 10 minutes, and must be able to function without incapacitation due to sea-sickness. The incumbent must also be able to move and transport objects weighing up to 40 pounds, with assistance</p> <p>The incumbent must possess a valid California driver's license due to travel to various field sites to conduct field sampling.</p> <p>The incumbent is expected to be courteous and provide timely responses, follow through on commitments, and to solicit and consider internal staff input when performing their duties.</p> <p>All employees are responsible for contributing to an inclusive, safe, and secure work environment that values diverse cultures, perspectives, and experiences, and is free from discrimination.</p> <p>The Department of Water Resources (DWR) is committed to its mission and employees, and we are grounded in our commitment to public safety. DWR offers a hybrid workplace model that is designed to support a workforce of both office-centered and remote-centered workers. Regular and consistent attendance - whether office-centered or remote-centered - is essential to the successful performance in this position.</p>		