State of California
Department of Pesticide Regulation
POSITION DUTY STATEMENT
DPR-217 (Rev. 02/26)

Classification	**Position Number**	**Location**
Environmental Scientist	814-510-0762-231	Sacramento (Headquarters)
Division/Branch	**Supervisor's Classification**	**Collective Bargaining Identification Designation (CBID)**
Pesticide Registration Branch	Senior Environmental Scientist (Supervisory)	R10
Conflict of Interest Disclosure: ☒ **Yes** ☐ **No**	**Incumbent (If filled)** VACANT	

☐ **Job requires driving automobile**: In this position, the incumbent may, as needed, drive a state vehicle for work purposes. (Employee must complete DPR-034, Request for Driver Record Information).

SUPERVISORY RESPONSIBILITIES (Check One) ☐ **Managerial** ☐ **Supervisory** ☐ **Lead Person** ☒ **None**

Direct Supervision Exercised:		**Indirect Supervision Exercised:**	
No. of Employees	**Classification Title**	**No. of Employees**	**Classification Title**

I have read and discussed these duties with my supervisor.

Employee Signature	Date

I certify that the DPR-217 accurately represents the duties and responsibilities of the position.

Supervisor Signature	Date

Please Complete Reverse Side

Incumbent: VACANT
Classification: Environmental Scientist
Position Number: 814-510-0762-231

Description of Duties ***(Attach additional sheets, if necessary, and identify position information)***

Summarize the regularly assigned duties of the position by percentage in descending order. Do not combine distinct activities into a single percentage. Descriptive information should reflect variety and complexity of duties through: supervision exercised and/or received; responsibility for decision making and consequence of error; analytical requirements; special knowledge; skills or abilities required; level, type and frequency of public contact; and unusual working conditions (i.e., field work, bilingual services, etc.); and physical requirements (physical demands, environmental demands).

Percent of Time	Activity
	Under the close supervision of the Senior Environmental Scientist (Supervisory), the Environmental Scientist researches and develops proposed and final environmental permitting packages consistent with the program's functional equivalency status under the California Environmental Quality Act (CEQA). **<u>ESSENTIAL FUNCTIONS</u>:**
35%	Researches, analyzes, and develops proposed environmental permitting packages on the Department's proposed registration decisions, including public reports, consistent with the program's functional equivalency status under CEQA utilizing systematic and critical investigation skills. Evaluates, analyzes, interprets, and summarizes complex scientific data/evaluations of data in the scientific disciplines of toxicology, ecotoxicology, chemistry, environmental fate, microbiology, air, and water supporting the registration or amendment of pesticide products to protect the State's natural resources and public health, and carries out the goals and objectives of the program. Using accepted scientific standards, performs environmental analysis, validation, and statistical examination of submitted scientific studies/evaluations and claims on pesticide product labels. Prepares public reports for each formally evaluated pesticide product proposed for registration or amendment that complies with CEQA requirements and includes a checklist; analysis of potential adverse effects to air, water, flora (plants), fauna (fish and wildlife), and human health; cumulative impacts; and alternatives. Researches, analyzes, and evaluates pesticide use data and pesticide sales data on pesticide active ingredients and pesticide products. Ensures public reports are standardized, complete, and accurate.
20%	Analyzes and responds to public comments raising significant adverse environmental points on proposed registration decisions. Informs the pesticide manufacturer of the comment, analyzes pesticide manufacturer's response, and drafts written responses to complex public comments. Ensures responses to all written comments meet CEQA requirements for public postings of the Department's final registration decisions.
15%	Performs pest management analysis, assessment, research, and investigations to determine similarity of new and amended pesticide product formulations and compares intended uses to previously approved pesticide products. Assesses percentage and composition of chemicals, pest organisms (including insects, plants, and microbes), methods of pesticide applications, and application rates on pesticide labels. Evaluates scientific reports, technical reports and label claims to determine appropriateness, adequacy, accuracy, and applicability of product labeling. Collaborates and consults on scientific issues with various other scientific experts including University of California researchers, government agencies, grower organizations, and private industry. Makes decisions regarding the adequacy of scientific data to support registration of new and amended pesticide products. Writes reports, regulatory and compliance documents, technical publications, and recommendations based on scientific information or regulatory permit evaluations. Investigates and suggests possible mitigation measures when unacceptable adverse effects are identified. Prepares and processes approvals or denials of environmental regulatory permits. Provides pesticide permittees

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Percent of Time	Activity
	ESSENTIAL FUNCTIONS (CONTINUED): with technical and scientific consultative advice regarding the pesticide registration process and the conduct of scientific studies. Serves as liaison between DPR and numerous specific chemical companies.
10%	Reviews registration requests proposed for formal scientific evaluation and ensures these requests are being evaluated by all applicable scientific disciplines. Conducts investigations and provides recommendations to management regarding the need for additional scientific evaluations/investigations on new pesticide products and amendments to pesticide products. Reviews, evaluates, and comments on federal and state laws, regulations, and policies that have an impact on California pesticide registration and use. Evaluates registered products with potential adverse effects to humans or the environment to assess whether the adverse effects are significant and to determine whether the adverse effects can be mitigated.
10%	Provides scientific expertise, technical support, and consultation/advice to program management on registration and regulatory issues involving human health and environmental protection. Collaborates with staff at a similar level from other state and local agencies and pesticide industry representatives engaged in related environmental analysis, investigation, and research and advises management in the development of proper responses to public comments regarding potential adverse effects to the environment. Writes executive summaries, introductions, conclusions, and other portions of documents of key interest to stakeholders, as well as the public. Conducts searches of scientific databases. Provides the public, various county, state, and federal government agencies, and private companies with technical information regarding pesticide products registered for use in California, interpretation of pesticide labels, and results of searches from databases. Makes presentations, conducts outreach, and represents the Department at meetings/hearings.
5%	Attends training and scientific conferences, and consults with university researchers and experts in the field regarding the pesticide registration process to develop and maintain expertise in registration procedures for a variety of registration submissions and actions. Responds to routine written, verbal, and electronic questions from individuals or organizations.
	MARGINAL FUNCTIONS:
5%	Assists in other assignments when requested.
	WORKING CONDITIONS: Work in a high-rise building under artificial lighting. Use a computer monitor, mouse, and keyboard within an 8-hour day. Lift and carry data volumes weighing up to 10 pounds.

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Percent of Time	Activity
	CRITICAL JOB COMPETENCIES: **Effective Communication:** Clearly conveys and receives information and ideas through a variety of media to and from individuals or groups in a manner that engages and creates greater understanding of the message. Translate complex or technical information to lay audiences/customers. **Organization and Planning:** Prioritizes tasks, establishes sequential activities, and sets a reasonable pace. Coordinates realistic timeframes and delivers services in a timely manner. **Takes Action and Shows Initiative:** Work well independently and is self-motivated to take action to meet critical organizational/program/unit goals. Demonstrates strong work ethic. **Relationship and Partnership Building:** Builds and effectively utilizes relationship networks to achieve goals. Shares knowledge and builds trust with colleagues and superiors. Works through complex situations effectively, diplomatically, and with sensitivity without losing credibility or trust. **Problem Solving:** Employ analytical abilities, pragmatism, and other tools necessary to resolve complex problems in a variety of situations. Shows enthusiasm for tackling technical and intellectually complex issues. **Effective Negotiation:** Effectively reach understanding and agreement with a broad range of people internally and externally. Use facts and arguments to create a meeting of the minds among stakeholders with different viewpoints. **Analytical Thinking:** Approaches a problem by using a logical, systematic, and sequential approach. **Technical Credibility:** Understands and appropriately applies procedures, requirements, policies, and regulations related to specialized expertise. Integrate technology into the work to improve program effectiveness. **Teamwork:** Facilitates and maintains cooperative working relationships. Works toward accomplishment of group goals. Fosters commitment, team spirit, pride, and trust. **Customer Service Orientation:** Works to ensure stakeholders receive high quality information, that their feedback is acted upon, and that their complaints are handled effectively. Develops trust and credibility with stakeholders. **RANGE DIFFERENCES:** **Range A:** Working at the entry level under the close supervision of a Senior Environmental Scientist (Supervisory), the Environmental Scientist (ES) Range A performs the less difficult tasks in accordance with detailed instructions and specific standards. Conducts less complex assessments, makes preliminary decisions, conducts preliminary data searches, drafts reports, and conducts preliminary investigations. Prepares drafts of environmental regulatory permits with detailed instructions and assistance from a supervisor and serves as a liaison with chemical companies.

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Percent of Time	Activity
	RANGE DIFFERENCES (CONTINUED): **Range B:** Working under the general supervision of a Senior Environmental Scientist (Supervisory), the ES Range B performs tasks of average difficulty, such as conducting assessments, investigations, and data searches, making regulatory decisions, and preparing reports. Prepares environmental regulatory permits and serves as a liaison with chemical companies and various governmental entities and agencies. Prepares routine correspondence and answers questions of a routine nature. **Range C:** Working independently at the full journey level under the direction of a Senior Environmental Scientist (Supervisory), the ES Range C performs the more complex tasks. Conducts complex assessments, regulatory decisions, and data searches, prepares reports, and conducts multifaceted investigations. Prepares difficult environmental regulatory permits and serves as a liaison with chemical companies and various governmental entities and agencies. Assists in training and advising other ESs in the interpretations of policy and procedures. Serves as a lead for special project assignments. Assumes duties of Senior ES in their absence, when designated. Responds to the more difficult written, verbal, and electronic questions from individuals or organizations.

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