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

Classification	**Position Number**	**Location**
Environmental Scientist	814-800-0762-212	Sacramento (Headquarters)
Division/Branch	**Supervisor's Classification**	**Collective Bargaining Identification Designation (CBID)**
Integrated Pest Management Branch	Environmental Program Manager I (Supervisory)	R10
Conflict of Interest Disclosure:	**Incumbent (If filled)**	
☒ **Yes** ☐ **No**	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: 814-800-0762-212

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 Environmental Program Manager I (Supervisory), the Environmental Scientist will participate in the less complex scientific, analytical, and technical work to support the Department of Pesticide Regulation's (DPR) Pesticide Use Reporting (PUR) Program. The position supports DPR's mission to protect public health and the environment by improving the accuracy, accessibility, and understanding of pesticide use data statewide. The Environmental Scientist will demonstrate DPR's organizational values of Accountability, Integrity, Collaboration, and Continuous Improvement while carrying out program responsibilities. **<u>ESSENTIAL FUNCTIONS</u>:**
35%	**PUR Data Quality and Technical Support** Assist in the ongoing quality assurance and quality control of PUR data by performing detailed error checks to identify outliers, inconsistencies, and potential reporting issues within pesticide use records. Following detailed instructions and training, use various programming languages to query, organize, validate, and summarize PUR datasets to ensure accuracy, scientific reliability, and accessibility for DPR and its stakeholders. Prepare lists of identified errors for county agricultural commissioners' offices and communicate with county staff to support their correction of data submissions. Maintain program documentation by reviewing, updating, and organizing existing code, queries, and workflows to improve consistency and accessibility of PUR data management processes.
35%	**Pesticide Use Analysis and Technical Support** Perform scientific and analytical work to evaluate pesticide use patterns across agricultural, urban, and wildland settings. Following detailed instructions, conduct data queries, analyses, and summaries to assess changes in pesticide use over time and across geographic areas. Some projects may require the use of Geographic Information System (GIS) tools to perform spatial analysis or develop maps to visualize pesticide use patterns and support interpretation of PUR data. Prepare descriptive summaries, data visualizations, briefing documents, and draft technical reports that communicate analytical methods, results, and their relevance to pest management systems. Facilitate PUR data requests from internal staff, external agencies, researchers, and the public by querying, summarizing, and interpreting data. Independently conduct literature reviews, communicate with pest management experts, and synthesize technical information to support analyses of pesticide use trends and regulatory impacts.
15%	**Program Coordination and Stakeholder Engagement** Support departmental coordination and collaborative activities by participating in internal workgroups and committees, including the DPR GIS Workgroup, and providing program information as needed. Represent DPR at internal and external meetings and events (overnight travel may be required), respond to questions related to pesticide use data and pest management systems, and support rulemaking efforts to improve pesticide use data collection.
10%	**Professional Development** Make every effort to increase professional knowledge and technical competency in pesticide use reporting systems, pest management, GIS concepts, programming, and scientific communication. Engage in training, mentorship, self-directed study, and hands-on experiences to build proficiency

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Percent of Time	Activity
5%	with analytical tools, scientific methods, and DPR program operations. **MARGINAL FUNCTIONS:** Perform other duties as required and appropriate to this classification, including attending scientific meetings, trainings, conferences, and professional development activities necessary to maintain and enhance job-related skills and support the effectiveness of the PUR Program. **WORKING CONDITIONS:** The employee will primarily work in an office building in a climate-controlled environment and under artificial lighting. The employee may be required to sit for long periods at a time and must be able to use a computer monitor, mouse, and keyboard for up to 8 hours per day. The employee must be able to lift at least 10 pounds. Occasional travel, sometimes requiring overnight stays, to conduct site visits or attend training events or workshops may be required. Site visits may require walking in agricultural fields and orchards and in natural areas with moderate slopes, unpaved grounds, and uneven surfaces, such as ploughed fields and grassy meadows, undeveloped roads, ditches, levees, and other structures located adjacent to agricultural fields. Site visits may also occur in urban and suburban environments. Site visits will occur under various climatic conditions that may require exposure to high heat, full sun, high humidity, wind, and rain. **CRITICAL JOB COMPETENCIES:** **Communication:** make clear and convincing oral presentations to individuals or groups; inform, persuade, build consensus; know the audience; facilitate open exchange of ideas/opinions; select and use appropriate communication approach; actively listen; effectively use e-mail; avoid mixed messages – the body language says one thing, the words another; apply business writing principles to all written communications. **Self-motivation, Optimism, Sustained Commitment, Perseverance, and Patience:** demonstrate a bias toward optimism and maintain sense of humor; retain stamina and bounce back from setbacks; view mistakes as opportunities for growth/positive learning experiences. **Ethics/Integrity:** create culture if trusting relationships; promote organizational vision and values through leadership principles. **Problem Solving:** persevere in the face of obstacles such as diminishing financial resources; there is more than one way to get to the destination; anticipate problems and encourage a culture of proactive problem solving; ensure comprehensive evaluation of the costs and benefits of all options in determining the preferred solution. **Emotional Intelligence/Interpersonal Awareness:** demonstrate recognition of and compassion to the various psychological and emotional needs of people; express feelings clearly and directly;

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Percent of Time	Activity
	balance feelings with reason, logic, and reality; initiate and develop relationships with others as a key priority. **Teamwork:** facilitate and maintain cooperative working relationships; value and encourage the input and expertise of others; work toward accomplishment of group goals; foster commitment, team spirit, pride, and trust. **Technical Credibility:** understand and appropriately apply procedures, requirements, policies, and regulations related to specialized expertise; translate concepts and ideas into strategies and action steps. **Customer Service Orientation:** balance interests of a variety of clients, internal and external; readily adjust priorities in response to changing client needs; put in place systems and processes to ensure clients receive high-quality information, that their feedback is acted upon, and that their complaints are handled effectively; develop trust and credibility with the client. **Flexibility/Adaptability:** readily integrate changes midstream into work processes and outputs; demonstrate openness to new organizational structures, procedures, and technology; shift gears comfortably. **Project Management:** garner support for projects; develop work plans with tasks, timeframes, milestones, resources, and dependencies; use resources efficiently and manage effectively within budget limits; anticipate potential and institute controls and contingency plans to address them; monitor project progress. **RANGE DIFFERENCES:** **Range A:** Working at the entry level under the close supervision of the Environmental Program Manager I, the ES Range A performs the less difficult tasks in accordance with detailed instructions and specific standards. Prepares drafts of less complex technical publications and assists with projects under review of the Environmental Program Manager I. Responds to less complex questions from stakeholders. **Range B**: Working under the general supervision of the Environmental Program Manager I, the ES Range B performs tasks of average difficulty. With assistance from the Environmental Program Manager I, the ES Range B makes decisions, drafts routine technical publications, and proposes projects of average complexity. Responds to questions of average difficulty from stakeholders. **Range C:** Working independently at the full journey level under the direction of the Environmental Program Manager I, the ES Range C performs more complex tasks. Independently serves as a lead and coordinates complicated projects, makes complex decisions, and evaluates and summarizes complex scientific data in technical publications. Assists in training and advising other ESs with less work experience. Responds to more difficult questions from stakeholders.

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