

Classification Environmental Scientist	Position Number 814-510-0762-214	Location Sacramento (Headquarters)
Division/Branch Pesticide Registration Branch	Supervisor's Classification Senior Environmental Scientist (Supervisory)	Collective Bargaining Identification Designation (CBID) 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
----------------------	------

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 applies scientific methods and principles to assist with identifying environmental problems, conducts scientific investigations on the use of pesticide products in the State, and suggests mitigation measures. Assists the lead Senior Environmental Scientists (Specialists) with implementation of pesticide reevaluation program, the Birth Defect Prevention Act, the Pesticide Contamination Prevention Act, and the risk assessment/mitigation program. Gathers environmental scientific data and information on currently registered pesticide products undergoing reevaluation or risk assessment and performs preliminary analysis as a part of a complex and environmentally sensitive statewide pesticide registration program, which protects the State's natural resources and public health. <u>ESSENTIAL FUNCTIONS:</u>
35%	Assists with identification of issues associated with the reevaluation of pesticide products and develops courses of action, including mitigation measures to protect the State's natural resources and public health. Responsible for preliminary analysis and investigation of environmental data and information related to the proposed reevaluation of registered pesticides. Using federal guidelines and scientific standards, reviews, evaluates, and analyzes comprehensive research studies, technical reports, and label claims of pesticide products currently in reevaluation. Using accepted scientific standards, performs preliminary environmental analysis, validation, and statistical examination of submitted studies. Assists in determination of need for additional data and development of protocols for novel research. Provides details to registrants on reevaluation needs, such as data generation, protocol development, and mitigation measures, in order to maintain its product's registration in California. May verify the effectiveness of implemented mitigation strategies.
25%	Coordinates with DPR staff, local agencies, and other state and federal agencies on technical aspects of the risk assessment/mitigation processes. Prepares notices, correspondence, status and other reports, and makes oral presentations regarding the risk assessment/mitigation process for internal and external stakeholders. Researches, requests, and tracks additional data needed to complete hazard and mitigation assessment. Informs registrants and other stakeholders of proposed and final mitigation measures. Develops preliminary analysis of new and amended pesticide products to determine the compliance, or lack thereof, of the product with established DPR mitigation measures and develops related policies and procedures. Initiates the peer review process and tracks and manages comments and responses on draft risk assessments. Schedules meetings with representatives of pesticide manufacturers and other stakeholders throughout the risk assessment and mitigation processes. Initiates posting of information regarding DPR's risk assessment and risk mitigation processes to DPR's external website.
20%	Responsible for preliminary analysis and investigation of data and information related to implementation of the Birth Defect Prevention Act and the Pesticide Contamination Prevention Act. Assists with analysis of related statistics and prepares preliminary reports. Provides technical support, expertise, and consultation to DPR legal staff when preparing cases for litigation and in undertaking enforcement actions related to the legislation.

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
10%	Provides scientific and technical support to Department staff and program management on registration and regulatory issues involving environmental protection and resource management. Prepares for public review clear, complete, and technically accurate environmental permitting packages consistent with the program's functional equivalency status under the California Environmental Quality Act. Responds to written, verbal, and electronic questions from individuals or organizations.
5%	Along with Senior ES, participates in meetings with staff at a similar level from other state and local agencies engaged in related environmental analysis, investigation, and research. Along with Senior ES, attends meetings with pesticide industry representatives to discuss pesticide labels and data requirements.
5%	<u>MARGINAL FUNCTIONS:</u> Assists in other assignments when requested. <u>WORKING CONDITIONS:</u> Works in a high-rise building under artificial lighting. Uses a computer, monitor, mouse, and keyboard within an 8-hour day. Lifts and carries data volumes weighing up to 10 pounds. Occasional travel by automobile or air to different areas of the State may be required. <u>CRITICAL JOB COMPETENCIES:</u> 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. Translates 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: Works 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: Employs analytical abilities, pragmatism, and other tools necessary to resolve complex problems in a variety of situations. Shows enthusiasm for the tackling technical and intellectually complex issues.

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
	<u>CRITICAL JOB COMPETENCIES: (continued)</u> Effective Negotiation: Effectively reaches understanding and agreement with a broad range of people internally and externally. Uses facts and argument to create a meeting of the minds among stakeholders with different viewpoints. Analytical Thinking: Approaches a problem by using logical, systematic, and sequential approach. Technical Credibility: Understands and appropriately applies procedures, requirements, policies, and regulations related to specialized expertise. Integrates technology into the work to improve program effectiveness. Team Work: 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. <u>RANGE DIFFERENCES:</u> Range A: Working at the entry level under the close supervision of an Environmental Program Manager I and the lead of a Senior Environmental Scientist (Specialist), 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, and with detailed instructions and assistance from supervisor serves as a liaison with chemical companies. Range B: Working under the general supervision of an Environmental Program Manager I and the lead of a Senior Environmental Scientist (Specialist), 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 an Environmental Program Manager I and the lead of a Senior Environmental Scientist (Specialist), the ES Range C performs the more complex tasks. Conducts complex assessments, regulatory decisions, data searches, and 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.

Classification Environmental Scientist	Position Number 814-510-0762-236	Location Sacramento (Headquarters)
Division/Branch Pesticide Registration Branch	Supervisor's Classification Senior Environmental Scientist (Supervisory)	Collective Bargaining Identification Designation (CBID) 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
----------------------	------

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 applies scientific methods and principles to assist with identifying environmental problems, conducts scientific investigations on the use of pesticide products in the State, and suggests mitigation measures. Assists the lead Senior Environmental Scientists (Specialists) with implementation of pesticide reevaluation program, the Birth Defect Prevention Act, the Pesticide Contamination Prevention Act, and the risk assessment/mitigation program. Gathers environmental scientific data and information on currently registered pesticide products undergoing reevaluation or risk assessment and performs preliminary analysis as a part of a complex and environmentally sensitive statewide pesticide registration program, which protects the State's natural resources and public health. <u>ESSENTIAL FUNCTIONS:</u>
35%	Assists with identification of issues associated with the reevaluation of pesticide products and develops courses of action, including mitigation measures to protect the State's natural resources and public health. Responsible for preliminary analysis and investigation of environmental data and information related to the proposed reevaluation of registered pesticides. Using federal guidelines and scientific standards, reviews, evaluates, and analyzes comprehensive research studies, technical reports, and label claims of pesticide products currently in reevaluation. Using accepted scientific standards, performs preliminary environmental analysis, validation, and statistical examination of submitted studies. Assists in determination of need for additional data and development of protocols for novel research. Provides details to registrants on reevaluation needs, such as data generation, protocol development, and mitigation measures, in order to maintain its product's registration in California. May verify the effectiveness of implemented mitigation strategies.
25%	Coordinates with DPR staff, local agencies, and other state and federal agencies on technical aspects of the risk assessment/mitigation processes. Prepares notices, correspondence, status and other reports, and makes oral presentations regarding the risk assessment/mitigation process for internal and external stakeholders. Researches, requests, and tracks additional data needed to complete hazard and mitigation assessment. Informs registrants and other stakeholders of proposed and final mitigation measures. Develops preliminary analysis of new and amended pesticide products to determine the compliance, or lack thereof, of the product with established DPR mitigation measures and develops related policies and procedures. Initiates the peer review process and tracks and manages comments and responses on draft risk assessments. Schedules meetings with representatives of pesticide manufacturers and other stakeholders throughout the risk assessment and mitigation processes. Initiates posting of information regarding DPR's risk assessment and risk mitigation processes to DPR's external website.
20%	Responsible for preliminary analysis and investigation of data and information related to implementation of the Birth Defect Prevention Act and the Pesticide Contamination Prevention Act. Assists with analysis of related statistics and prepares preliminary reports. Provides technical support, expertise, and consultation to DPR legal staff when preparing cases for litigation and in undertaking enforcement actions related to the legislation.

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
10%	Provides scientific and technical support to Department staff and program management on registration and regulatory issues involving environmental protection and resource management. Prepares for public review clear, complete, and technically accurate environmental permitting packages consistent with the program's functional equivalency status under the California Environmental Quality Act. Responds to written, verbal, and electronic questions from individuals or organizations.
5%	Along with Senior ES, participates in meetings with staff at a similar level from other state and local agencies engaged in related environmental analysis, investigation, and research. Along with Senior ES, attends meetings with pesticide industry representatives to discuss pesticide labels and data requirements.
5%	<u>MARGINAL FUNCTIONS:</u> Assists in other assignments when requested. <u>WORKING CONDITIONS:</u> Works in a high-rise building under artificial lighting. Uses a computer, monitor, mouse, and keyboard within an 8-hour day. Lifts and carries data volumes weighing up to 10 pounds. Occasional travel by automobile or air to different areas of the State may be required. <u>CRITICAL JOB COMPETENCIES:</u> 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. Translates 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: Works 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: Employs analytical abilities, pragmatism, and other tools necessary to resolve complex problems in a variety of situations. Shows enthusiasm for the tackling technical and intellectually complex issues.

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
	<u>CRITICAL JOB COMPETENCIES: (continued)</u> Effective Negotiation: Effectively reaches understanding and agreement with a broad range of people internally and externally. Uses facts and argument to create a meeting of the minds among stakeholders with different viewpoints. Analytical Thinking: Approaches a problem by using logical, systematic, and sequential approach. Technical Credibility: Understands and appropriately applies procedures, requirements, policies, and regulations related to specialized expertise. Integrates technology into the work to improve program effectiveness. Team Work: 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. <u>RANGE DIFFERENCES:</u> Range A: Working at the entry level under the close supervision of an Environmental Program Manager I and the lead of a Senior Environmental Scientist (Specialist), 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, and with detailed instructions and assistance from supervisor serves as a liaison with chemical companies. Range B: Working under the general supervision of an Environmental Program Manager I and the lead of a Senior Environmental Scientist (Specialist), 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 an Environmental Program Manager I and the lead of a Senior Environmental Scientist (Specialist), the ES Range C performs the more complex tasks. Conducts complex assessments, regulatory decisions, data searches, and 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.