CALIFORNIA High-Speed Rail Authority

Job Description

Position Details

Classification:
Environmental Scientist

Office:
Planning and Engineering

Working Title:
Compliance Specialist

Location:
Fresno

Position Number:
311-660-0762-003

HR Approval Date/Initials:
07/31/26 FAY

CBID/Bargaining Unit:	Work Week Group:	Tenure:	Time Base:
R10	2	Permanent	Full-Time

Job Description Summary

Under direction of the Senior Environmental Scientist (Supervisory) as part of the Environmental Services Branch with the California High-Speed Rail Authority (Authority), the Environmental Scientist (Compliance Specialist) will assist with the administration and implementation of the Authority's National Environmental Policy Act (NEPA) assignment Program, as assigned by the Federal Railroad Administration (FRA) in the NEPA Assignment Memorandum of Understanding (MOU), pursuant to 23 USC 327. The Compliance Specialist assists with providing compliance guidance on NEPA, as well as other federal laws and regulations, and the California Environmental Quality Act (CEQA) for the High-Speed Rail (HSR) project. The incumbent is responsible for ensuring that all currently approved and permitted project segments comply with permit conditions and assisting with NEPA and CEQA compliance for future segments, ensuring that all project segments are properly authorized, monitored, and implemented consistently with state and federal requirements. To ensure full environmental compliance during all phases of project development and construction, the incumbent will coordinate with all Environmental Services Branch units at the Authority, including contract and legal staff, as well as federal and state partners, consultants, and construction contractors.

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Duties
Percentage
Essential (E)/Marginal (M)

30% (E) **Regulatory Permitting and Coordination as required under the NEPA Assignment MOU**

- Supports planning, organizing, and implementation of the Authority's federal environmental commitments.
- Assists management by reviewing environmental impact statements, environmental assessments, and categorical exclusions.
- Drafts responses to public and agency comments on NEPA documents.
- Supports the coordination and development of an environmental training program and annually reports the results to FRA.
- Assists with the identification of process improvements (current vs. desired) in the environmental review process and supports interdisciplinary teams of Authority Environmental Services technical specialists to develop appropriate guidance and training.
- Supports planning and organizing NEPA Assignment Program activities including class-of-action determinations for environmental documents, processes for environmental review, systems and procedures for compiling and analyzing environmental approval milestones, recordkeeping, and quality assurance/quality control.
- Statewide travel to various construction sites to conduct inspections, and to support the Authority as a subject matter expert at meetings with contractors, consultants, the public, and other stakeholders.

25% (E) **Compliance Review as required under the NEPA Assignment MOU**

- Coordinates with other subject matter experts and with construction management teams to ensure integrated environmental compliance.
- Drafts procedures and key performance indicators for monitoring NEPA Assignment Program performance.
- Develops and maintains compliance tracking tools to monitor the Authority's compliance with environmental commitments and permit conditions.
- Drafts compliance reports, deviation notices, and corrective action plans.
- Based on monitoring outcomes, identifies improvements and develops monitoring reports for submission to the Authority executive office.

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- Assists with the Authority's practice and performance self-assessment.
- Assists with developing procedures for collecting and analyzing program data and drafting annual FRA compliance reports.
- Assists with drafting responses to the annual FRA audits.

20% (E) **Technical Support**

- Coordinates with state environmental and construction staff and consultants to assist in resolving construction-related environmental issues.
- Serves as a subject matter expert on behalf of the Authority with contractors, consultants, and regulatory agencies on federal and state environmental laws and regulations.
- Participates in interagency meetings, technical working groups, and field visits to discuss permitting timelines, compensatory mitigation, and compliance requirements.
- Provides technical compliance guidance on permit requirements and best management practices to environmental monitors and construction contractors.

15% (E) **Environmental Documentation**

- Contributes to environmental re-examinations (Re-Exams) or addenda to ensure updated project modifications remain within the scope of existing permit authorizations.
- Maintains administrative records consistent with state and federal retention requirements.
- Prepares internal memoranda, regulatory correspondence, and submittals documenting permit conditions, field verifications, and agency coordination.

5% (E) **Program Development, Guidance, and Training**

- Promotes safety, teamwork, collaboration, professionalism, and stewardship in the regular operations of Environmental Services.
- Assists in developing internal permit implementation guidance, training materials, and environmental compliance manuals for project staff and contractors.
- Provides technical review of mitigation and monitoring reports to evaluate permit performance criteria.
- Supports development of long-term strategies for watershed-based mitigation, restoration banking, and cumulative impact assessment within the project alignment.

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5% (M) **Other**

- Participates in continued education for successful completion of job-related duties; attends on- and off-site training, workshops, and conferences; and completes required on-the-job training and training.
- Performs other job-related duties as required.

Special Requirements

The checked boxes below indicate any additional requirements of this position.

License Required	Conflict of Interest (COI)	Bilingual Required	Contract Manager	Medical Required
Yes ☐ No ☒	Yes ☒ No ☐	Yes ☐ No ☒	Yes ☒ No ☐	Yes ☐ No ☒
Type:		Language:		

Other Special Requirements Information:

Conflict of Interest: This position is designated under the Conflict-of-Interest Code. The position is responsible for making or participating in the making, of governmental decisions that may potentially have a material effect on personal financial interests. The employee is required to complete form 700 within 30 days of assuming employment. Failure to comply with the Conflict-of-Interest Code requirements may result in disciplinary action.

Contract Manager: Ensures that assigned contracts and agreements are administered and managed in accordance with the applicable policies and procedures of the Authority, the State Contracting Manual (SCM), and the California Government Code (GC).

Knowledge and Abilities

Knowledge of: Basic principles of land, water, fish, wildlife, and other natural resources research; principles of ecology; soil and irrigation sciences, resource management, hydrology, geology, and waste prevention; statistical methods; land-use practices with reference to their general effect on human health, natural resources, agricultural productivity, and the environment; effects of hazardous and non-hazardous waste material and their interactions on the environment; chemical reactions; California and Federal environmental laws, rules, regulations, and requirements; basic toxicology, hydrology, geology, and principles of risk assessment and risk management; concepts employed in a variety of disciplines including environmental planning, economics, and resource management; geolocation and geo-referencing software applications, resource conservation program impacts and implementation strategies; and recycling issues.

Ability to: Apply or modify scientific methods and principles; collect environmental data; analyze and evaluate data and reach sound conclusions; review, check, and interpret scientific and environmental reports; analyze situations and take appropriate actions;

establish and maintain cooperative relations with all persons contacted; communicate effectively; prepare clear, complete, and technically accurate reports; apply laws, rules, regulations, policies, and requirements of California and Federal environmental protection and resource management programs; assess the impact of proposed State and Federal environmental legislation and regulations; understand principles of risk assessment and risk management; work with professionals from a variety of disciplines within and outside of State government; and review and understand technical research reports on emerging public health and environmental issues.

Desirable Qualifications

- Professional experience in environmental permitting or compliance.
- Experience in research, planning, or consultation in environmental programs.
- Experience with NEPA, CEQA, state and federal environmental laws and regulations, and environmental permitting; Porter-Cologne Water Quality Control Act, Sections 401, 402, and 404 of the Clean Water Act, Endangered Species Act, California Endangered Species Act.
- Experience preparing or implementing Section 401/404 permits for construction or infrastructure projects in California.
- Strong interagency collaboration skills demonstrated through interactive relationships with multiple state and federal resources and regulatory agencies.
- Experience with design-build contracting and alternative delivery construction processes and methods.
- Ability to work under tight deadlines to deliver complex environmental permits, authorizations, and approvals.
- Experience demonstrating effective written and verbal communication in a professional environment.
- Experience working within integrated multi-disciplinary teams.
- Ability to exercise a high degree of initiative, flexibility, judgment, and confidentiality.
- Ability to follow and implement guidance and direction from a supervisor and demonstrate good judgment in knowing when to seek assistance and guidance from a supervisor or colleague.
- Ability to represent the Authority in dealings with other government agencies and private entities in a way that reflects well on the Authority.
- Possession of a bachelor's or advanced degree with a major in biological, chemical, physical, or environmental science, soil science, water science, hydrology, agronomy, natural resource science, environmental or public health, physical geography, or a closely related scientific discipline.

Supervision Exercised Over Others

The incumbent does not supervise. On individual projects, the incumbent may serve in a lead capacity over other environmental planner staff or student assistants.

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Public and Internal Contacts

The incumbent will have regular contact with all levels of staff associated with the HSR project, including the Authority's legal staff and external consultants, members of other state, local, and federal agencies, the private sector, and the general public. Employees must handle all situations and communications tactfully and respectfully to support the Authority's mission.

Responsibility for Decisions and Consequence of Error

The incumbent is subject to decreasing supervision as they progress through the ranges. Errors may have a significant impact on the internal and external operations of the Authority. Successful performance of the above-listed duties is essential to ensure that program delivery and project matters are resolved in an efficient and effective manner. Failure to perform these duties effectively could result in the denial of environmental permits, increased costs to the state to complete the HSR project, civil and criminal liability, the destruction of irreplaceable resources, and political embarrassment for the Authority in the event of improper handling of duties on the largest infrastructure project in the nation. The incumbent should exercise a high degree of initiative and independent judgment in regularly performing the most difficult duties.

Physical and Environmental Demands

While working on-site, the incumbent works in a professional office environment, in a climate-controlled area which may fluctuate in temperature and is under artificial light. The incumbent will be required to use a computer, mouse, and keyboard, and will be required to sit for long periods of time at a computer screen. Employees must be able to focus for long periods of time, multi-task, adapt to changes in priorities, and complete tasks or projects with short notice. Employees must develop and maintain cooperative working relationships and display professionalism and respect for others in all contact opportunities. This position requires occasional field work to coordinate and prepare permits and permit amendments with various agencies during both the design and construction phases. In the field the incumbent may experience all climatic conditions, including rain or snow. Proposed project sites and/or construction sites may be loud, dusty, and dirty and may include rugged terrain. The incumbent will be involved in mitigation activities, including mitigation monitoring activities that may also require field visits.

Working Conditions and Requirements

a. Schedule This position requires a Monday through Friday, 8:00 a.m. to 5:00 p.m. work schedule, unless otherwise approved by the supervisor.
b. Telework: Part-time teleworking may be available for this position for California residents based on the requirements of the position.
c. Travel: This position requires occasional statewide travel to various construction sites to conduct inspections and support the Authority at meetings with contractors, consultants, the public, and other stakeholders.
d. Other: Travel to other Authority offices and field sites for inspection is required. May also have to work outside normal business hours.

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Acknowledgment and Signatures

I have read and understand the duties listed above and can perform them with/without reasonable accommodation (RA). (If you believe you may require RA, please discuss this with the hiring supervisor. If you are unsure whether you require reasonable accommodation, inform the hiring supervisor who will discuss your concerns with the RA Coordinator.)

Incumbent Printed Name:	Signature:	Date:

I have discussed the duties with and provided a copy of this duty statement to the incumbent named above.

Supervisor Printed Name:	Signature:	Date:

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Sacramento

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07/31/26 FAY

CBID/Bargaining Unit:	**Work Week Group:**	**Tenure:**	**Time Base:**
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Duties
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- Supports planning, organizing, and implementation of the Authority's federal environmental commitments.
- Assists management by reviewing environmental impact statements, environmental assessments, and categorical exclusions.
- Drafts responses to public and agency comments on NEPA documents.
- Supports the coordination and development of an environmental training program and annually reports the results to FRA.
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- Statewide travel to various construction sites to conduct inspections, and to support the Authority as a subject matter expert at meetings with contractors, consultants, the public, and other stakeholders.

25% (E) **Compliance Review as required under the NEPA Assignment MOU**

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20% (E) **Technical Support**

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15% (E) **Environmental Documentation**

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- Maintains administrative records consistent with state and federal retention requirements.
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5% (E) **Program Development, Guidance, and Training**

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5% (M) **Other**

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- Performs other job-related duties as required.

Special Requirements

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Type:		Language:		

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Ability to: Apply or modify scientific methods and principles; collect environmental data; analyze and evaluate data and reach sound conclusions; review, check, and interpret scientific and environmental reports; analyze situations and take appropriate actions;

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- Experience demonstrating effective written and verbal communication in a professional environment.
- Experience working within integrated multi-disciplinary teams.
- Ability to exercise a high degree of initiative, flexibility, judgment, and confidentiality.
- Ability to follow and implement guidance and direction from a supervisor and demonstrate good judgment in knowing when to seek assistance and guidance from a supervisor or colleague.
- Ability to represent the Authority in dealings with other government agencies and private entities in a way that reflects well on the Authority.
- Possession of a bachelor's or advanced degree with a major in biological, chemical, physical, or environmental science, soil science, water science, hydrology, agronomy, natural resource science, environmental or public health, physical geography, or a closely related scientific discipline.

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Supervisor Printed Name:	Signature:	Date:

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HR Approval Date/Initials:
07/31/26 FAY

CBID/Bargaining Unit: R10	Work Week Group: 2	Tenure: Permanent	Time Base: Full-Time

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- Supports the coordination and development of an environmental training program and annually reports the results to FRA.
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25% (E) **Compliance Review as required under the NEPA Assignment MOU**

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- Assists with developing procedures for collecting and analyzing program data and drafting annual FRA compliance reports.
- Assists with drafting responses to the annual FRA audits.

20% (E) **Technical Support**

- Coordinates with state environmental and construction staff and consultants to assist in resolving construction-related environmental issues.
- Serves as a subject matter expert on behalf of the Authority with contractors, consultants, and regulatory agencies on federal and state environmental laws and regulations.
- Participates in interagency meetings, technical working groups, and field visits to discuss permitting timelines, compensatory mitigation, and compliance requirements.
- Provides technical compliance guidance on permit requirements and best management practices to environmental monitors and construction contractors.

15% (E) **Environmental Documentation**

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- Maintains administrative records consistent with state and federal retention requirements.
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5% (E) **Program Development, Guidance, and Training**

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5% (M) **Other**

- Participates in continued education for successful completion of job-related duties; attends on- and off-site training, workshops, and conferences; and completes required on-the-job training and training.
- Performs other job-related duties as required.

Special Requirements

The checked boxes below indicate any additional requirements of this position.

License Required	Conflict of Interest (COI)	Bilingual Required	Contract Manager	Medical Required
Yes ☐ No ☒	Yes ☒ No ☐	Yes ☐ No ☒	Yes ☒ No ☐	Yes ☐ No ☒
Type:		Language:		

Other Special Requirements Information:

Conflict of Interest: This position is designated under the Conflict-of-Interest Code. The position is responsible for making or participating in the making, of governmental decisions that may potentially have a material effect on personal financial interests. The employee is required to complete form 700 within 30 days of assuming employment. Failure to comply with the Conflict-of-Interest Code requirements may result in disciplinary action.

Contract Manager: Ensures that assigned contracts and agreements are administered and managed in accordance with the applicable policies and procedures of the Authority, the State Contracting Manual (SCM), and the California Government Code (GC).

Knowledge and Abilities

Knowledge of: Basic principles of land, water, fish, wildlife, and other natural resources research; principles of ecology; soil and irrigation sciences, resource management, hydrology, geology, and waste prevention; statistical methods; land-use practices with reference to their general effect on human health, natural resources, agricultural productivity, and the environment; effects of hazardous and non-hazardous waste material and their interactions on the environment; chemical reactions; California and Federal environmental laws, rules, regulations, and requirements; basic toxicology, hydrology, geology, and principles of risk assessment and risk management; concepts employed in a variety of disciplines including environmental planning, economics, and resource management; geolocation and geo-referencing software applications, resource conservation program impacts and implementation strategies; and recycling issues.

Ability to: Apply or modify scientific methods and principles; collect environmental data; analyze and evaluate data and reach sound conclusions; review, check, and interpret scientific and environmental reports; analyze situations and take appropriate actions;

establish and maintain cooperative relations with all persons contacted; communicate effectively; prepare clear, complete, and technically accurate reports; apply laws, rules, regulations, policies, and requirements of California and Federal environmental protection and resource management programs; assess the impact of proposed State and Federal environmental legislation and regulations; understand principles of risk assessment and risk management; work with professionals from a variety of disciplines within and outside of State government; and review and understand technical research reports on emerging public health and environmental issues.

Desirable Qualifications

- Professional experience in environmental permitting or compliance.
- Experience in research, planning, or consultation in environmental programs.
- Experience with NEPA, CEQA, state and federal environmental laws and regulations, and environmental permitting; Porter-Cologne Water Quality Control Act, Sections 401, 402, and 404 of the Clean Water Act, Endangered Species Act, California Endangered Species Act.
- Experience preparing or implementing Section 401/404 permits for construction or infrastructure projects in California.
- Strong interagency collaboration skills demonstrated through interactive relationships with multiple state and federal resources and regulatory agencies.
- Experience with design-build contracting and alternative delivery construction processes and methods.
- Ability to work under tight deadlines to deliver complex environmental permits, authorizations, and approvals.
- Experience demonstrating effective written and verbal communication in a professional environment.
- Experience working within integrated multi-disciplinary teams.
- Ability to exercise a high degree of initiative, flexibility, judgment, and confidentiality.
- Ability to follow and implement guidance and direction from a supervisor and demonstrate good judgment in knowing when to seek assistance and guidance from a supervisor or colleague.
- Ability to represent the Authority in dealings with other government agencies and private entities in a way that reflects well on the Authority.
- Possession of a bachelor's or advanced degree with a major in biological, chemical, physical, or environmental science, soil science, water science, hydrology, agronomy, natural resource science, environmental or public health, physical geography, or a closely related scientific discipline.

Supervision Exercised Over Others

The incumbent does not supervise. On individual projects, the incumbent may serve in a lead capacity over other environmental planner staff or student assistants.

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Public and Internal Contacts

The incumbent will have regular contact with all levels of staff associated with the HSR project, including the Authority's legal staff and external consultants, members of other state, local, and federal agencies, the private sector, and the general public. Employees must handle all situations and communications tactfully and respectfully to support the Authority's mission.

Responsibility for Decisions and Consequence of Error

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Physical and Environmental Demands

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Working Conditions and Requirements

a. Schedule This position requires a Monday through Friday, 8:00 a.m. to 5:00 p.m. work schedule, unless otherwise approved by the supervisor.
b. Telework: Part-time teleworking may be available for this position for California residents based on the requirements of the position.
c. Travel: This position requires occasional statewide travel to various construction sites to conduct inspections and support the Authority at meetings with contractors, consultants, the public, and other stakeholders.
d. Other: Travel to other Authority offices and field sites for inspection is required. May also have to work outside normal business hours.

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Acknowledgment and Signatures

I have read and understand the duties listed above and can perform them with/without reasonable accommodation (RA). (If you believe you may require RA, please discuss this with the hiring supervisor. If you are unsure whether you require reasonable accommodation, inform the hiring supervisor who will discuss your concerns with the RA Coordinator.)

Incumbent Printed Name:	Signature:	Date:

I have discussed the duties with and provided a copy of this duty statement to the incumbent named above.

Supervisor Printed Name:	Signature:	Date:

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CALIFORNIA High-Speed Rail Authority

Job Description

Position Details

Classification:
Environmental Scientist

Office:
Planning and Engineering

Working Title:
Compliance Specialist

Location:
Sacramento

Position Number:
311-660-0762-004

HR Approval Date/Initials:
07/31/26 FAY

CBID/Bargaining Unit:	**Work Week Group:**	**Tenure:**	**Time Base:**
R10	2	Permanent	Full-Time

Job Description Summary

Under direction of the Senior Environmental Scientist (Supervisory) as part of the Environmental Services Branch with the California High-Speed Rail Authority (Authority), the Environmental Scientist (Compliance Specialist) will assist with the administration and implementation of the Authority's National Environmental Policy Act (NEPA) assignment Program, as assigned by the Federal Railroad Administration (FRA) in the NEPA Assignment Memorandum of Understanding (MOU), pursuant to 23 USC 327. The Compliance Specialist assists with providing compliance guidance on NEPA, as well as other federal laws and regulations, and the California Environmental Quality Act (CEQA) for the High-Speed Rail (HSR) project. The incumbent is responsible for ensuring that all currently approved and permitted project segments comply with permit conditions and assisting with NEPA and CEQA compliance for future segments, ensuring that all project segments are properly authorized, monitored, and implemented consistently with state and federal requirements. To ensure full environmental compliance during all phases of project development and construction, the incumbent will coordinate with all Environmental Services Branch units at the Authority, including contract and legal staff, as well as federal and state partners, consultants, and construction contractors.

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Duties
Percentage
Essential (E)/Marginal (M)

30% (E) **Regulatory Permitting and Coordination as required under the NEPA Assignment MOU**

- Supports planning, organizing, and implementation of the Authority's federal environmental commitments.
- Assists management by reviewing environmental impact statements, environmental assessments, and categorical exclusions.
- Drafts responses to public and agency comments on NEPA documents.
- Supports the coordination and development of an environmental training program and annually reports the results to FRA.
- Assists with the identification of process improvements (current vs. desired) in the environmental review process and supports interdisciplinary teams of Authority Environmental Services technical specialists to develop appropriate guidance and training.
- Supports planning and organizing NEPA Assignment Program activities including class-of-action determinations for environmental documents, processes for environmental review, systems and procedures for compiling and analyzing environmental approval milestones, recordkeeping, and quality assurance/quality control.
- Statewide travel to various construction sites to conduct inspections, and to support the Authority as a subject matter expert at meetings with contractors, consultants, the public, and other stakeholders.

25% (E) **Compliance Review as required under the NEPA Assignment MOU**

- Coordinates with other subject matter experts and with construction management teams to ensure integrated environmental compliance.
- Drafts procedures and key performance indicators for monitoring NEPA Assignment Program performance.
- Develops and maintains compliance tracking tools to monitor the Authority's compliance with environmental commitments and permit conditions.
- Drafts compliance reports, deviation notices, and corrective action plans.
- Based on monitoring outcomes, identifies improvements and develops monitoring reports for submission to the Authority executive office.

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- Assists with the Authority's practice and performance self-assessment.
- Assists with developing procedures for collecting and analyzing program data and drafting annual FRA compliance reports.
- Assists with drafting responses to the annual FRA audits.

20% (E) **Technical Support**

- Coordinates with state environmental and construction staff and consultants to assist in resolving construction-related environmental issues.
- Serves as a subject matter expert on behalf of the Authority with contractors, consultants, and regulatory agencies on federal and state environmental laws and regulations.
- Participates in interagency meetings, technical working groups, and field visits to discuss permitting timelines, compensatory mitigation, and compliance requirements.
- Provides technical compliance guidance on permit requirements and best management practices to environmental monitors and construction contractors.

15% (E) **Environmental Documentation**

- Contributes to environmental re-examinations (Re-Exams) or addenda to ensure updated project modifications remain within the scope of existing permit authorizations.
- Maintains administrative records consistent with state and federal retention requirements.
- Prepares internal memoranda, regulatory correspondence, and submittals documenting permit conditions, field verifications, and agency coordination.

5% (E) **Program Development, Guidance, and Training**

- Promotes safety, teamwork, collaboration, professionalism, and stewardship in the regular operations of Environmental Services.
- Assists in developing internal permit implementation guidance, training materials, and environmental compliance manuals for project staff and contractors.
- Provides technical review of mitigation and monitoring reports to evaluate permit performance criteria.
- Supports development of long-term strategies for watershed-based mitigation, restoration banking, and cumulative impact assessment within the project alignment.

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5% (M) **Other**

- Participates in continued education for successful completion of job-related duties; attends on- and off-site training, workshops, and conferences; and completes required on-the-job training and training.
- Performs other job-related duties as required.

Special Requirements

The checked boxes below indicate any additional requirements of this position.

License Required	Conflict of Interest (COI)	Bilingual Required	Contract Manager	Medical Required
Yes ☐ No ☒	Yes ☒ No ☐	Yes ☐ No ☒	Yes ☒ No ☐	Yes ☐ No ☒
Type:		Language:		

Other Special Requirements Information:

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Contract Manager: Ensures that assigned contracts and agreements are administered and managed in accordance with the applicable policies and procedures of the Authority, the State Contracting Manual (SCM), and the California Government Code (GC).

Knowledge and Abilities

Knowledge of: Basic principles of land, water, fish, wildlife, and other natural resources research; principles of ecology; soil and irrigation sciences, resource management, hydrology, geology, and waste prevention; statistical methods; land-use practices with reference to their general effect on human health, natural resources, agricultural productivity, and the environment; effects of hazardous and non-hazardous waste material and their interactions on the environment; chemical reactions; California and Federal environmental laws, rules, regulations, and requirements; basic toxicology, hydrology, geology, and principles of risk assessment and risk management; concepts employed in a variety of disciplines including environmental planning, economics, and resource management; geolocation and geo-referencing software applications, resource conservation program impacts and implementation strategies; and recycling issues.

Ability to: Apply or modify scientific methods and principles; collect environmental data; analyze and evaluate data and reach sound conclusions; review, check, and interpret scientific and environmental reports; analyze situations and take appropriate actions;

establish and maintain cooperative relations with all persons contacted; communicate effectively; prepare clear, complete, and technically accurate reports; apply laws, rules, regulations, policies, and requirements of California and Federal environmental protection and resource management programs; assess the impact of proposed State and Federal environmental legislation and regulations; understand principles of risk assessment and risk management; work with professionals from a variety of disciplines within and outside of State government; and review and understand technical research reports on emerging public health and environmental issues.

Desirable Qualifications

- Professional experience in environmental permitting or compliance.
- Experience in research, planning, or consultation in environmental programs.
- Experience with NEPA, CEQA, state and federal environmental laws and regulations, and environmental permitting; Porter-Cologne Water Quality Control Act, Sections 401, 402, and 404 of the Clean Water Act, Endangered Species Act, California Endangered Species Act.
- Experience preparing or implementing Section 401/404 permits for construction or infrastructure projects in California.
- Strong interagency collaboration skills demonstrated through interactive relationships with multiple state and federal resources and regulatory agencies.
- Experience with design-build contracting and alternative delivery construction processes and methods.
- Ability to work under tight deadlines to deliver complex environmental permits, authorizations, and approvals.
- Experience demonstrating effective written and verbal communication in a professional environment.
- Experience working within integrated multi-disciplinary teams.
- Ability to exercise a high degree of initiative, flexibility, judgment, and confidentiality.
- Ability to follow and implement guidance and direction from a supervisor and demonstrate good judgment in knowing when to seek assistance and guidance from a supervisor or colleague.
- Ability to represent the Authority in dealings with other government agencies and private entities in a way that reflects well on the Authority.
- Possession of a bachelor's or advanced degree with a major in biological, chemical, physical, or environmental science, soil science, water science, hydrology, agronomy, natural resource science, environmental or public health, physical geography, or a closely related scientific discipline.

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Physical and Environmental Demands

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Working Conditions and Requirements

a. Schedule This position requires a Monday through Friday, 8:00 a.m. to 5:00 p.m. work schedule, unless otherwise approved by the supervisor.
b. Telework: Part-time teleworking may be available for this position for California residents based on the requirements of the position.
c. Travel: This position requires occasional statewide travel to various construction sites to conduct inspections and support the Authority at meetings with contractors, consultants, the public, and other stakeholders.
d. Other: Travel to other Authority offices and field sites for inspection is required. May also have to work outside normal business hours.

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Acknowledgment and Signatures

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Incumbent Printed Name:	Signature:	Date:

I have discussed the duties with and provided a copy of this duty statement to the incumbent named above.

Supervisor Printed Name:	Signature:	Date:

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CALIFORNIA High-Speed Rail Authority

Job Description

Position Details

Classification:
Environmental Scientist

Office:
Planning and Engineering

Working Title:
Compliance Specialist

Location:
Fresno

Position Number:
311-660-0762-005

HR Approval Date/Initials:
07/31/26 FAY

CBID/Bargaining Unit: R10	Work Week Group: 2	Tenure: Permanent	Time Base: Full-Time

Job Description Summary

Under direction of the Senior Environmental Scientist (Supervisory) as part of the Environmental Services Branch with the California High-Speed Rail Authority (Authority), the Environmental Scientist (Compliance Specialist) will assist with the administration and implementation of the Authority's National Environmental Policy Act (NEPA) assignment Program, as assigned by the Federal Railroad Administration (FRA) in the NEPA Assignment Memorandum of Understanding (MOU), pursuant to 23 USC 327. The Compliance Specialist assists with providing compliance guidance on NEPA, as well as other federal laws and regulations, and the California Environmental Quality Act (CEQA) for the High-Speed Rail (HSR) project. The incumbent is responsible for ensuring that all currently approved and permitted project segments comply with permit conditions and assisting with NEPA and CEQA compliance for future segments, ensuring that all project segments are properly authorized, monitored, and implemented consistently with state and federal requirements. To ensure full environmental compliance during all phases of project development and construction, the incumbent will coordinate with all Environmental Services Branch units at the Authority, including contract and legal staff, as well as federal and state partners, consultants, and construction contractors.

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Duties
Percentage
Essential (E)/Marginal (M)

30% (E) **Regulatory Permitting and Coordination as required under the NEPA Assignment MOU**

- Supports planning, organizing, and implementation of the Authority's federal environmental commitments.
- Assists management by reviewing environmental impact statements, environmental assessments, and categorical exclusions.
- Drafts responses to public and agency comments on NEPA documents.
- Supports the coordination and development of an environmental training program and annually reports the results to FRA.
- Assists with the identification of process improvements (current vs. desired) in the environmental review process and supports interdisciplinary teams of Authority Environmental Services technical specialists to develop appropriate guidance and training.
- Supports planning and organizing NEPA Assignment Program activities including class-of-action determinations for environmental documents, processes for environmental review, systems and procedures for compiling and analyzing environmental approval milestones, recordkeeping, and quality assurance/quality control.
- Statewide travel to various construction sites to conduct inspections, and to support the Authority as a subject matter expert at meetings with contractors, consultants, the public, and other stakeholders.

25% (E) **Compliance Review as required under the NEPA Assignment MOU**

- Coordinates with other subject matter experts and with construction management teams to ensure integrated environmental compliance.
- Drafts procedures and key performance indicators for monitoring NEPA Assignment Program performance.
- Develops and maintains compliance tracking tools to monitor the Authority's compliance with environmental commitments and permit conditions.
- Drafts compliance reports, deviation notices, and corrective action plans.
- Based on monitoring outcomes, identifies improvements and develops monitoring reports for submission to the Authority executive office.

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- Assists with the Authority's practice and performance self-assessment.
- Assists with developing procedures for collecting and analyzing program data and drafting annual FRA compliance reports.
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20% (E) **Technical Support**

- Coordinates with state environmental and construction staff and consultants to assist in resolving construction-related environmental issues.
- Serves as a subject matter expert on behalf of the Authority with contractors, consultants, and regulatory agencies on federal and state environmental laws and regulations.
- Participates in interagency meetings, technical working groups, and field visits to discuss permitting timelines, compensatory mitigation, and compliance requirements.
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15% (E) **Environmental Documentation**

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5% (E) **Program Development, Guidance, and Training**

- Promotes safety, teamwork, collaboration, professionalism, and stewardship in the regular operations of Environmental Services.
- Assists in developing internal permit implementation guidance, training materials, and environmental compliance manuals for project staff and contractors.
- Provides technical review of mitigation and monitoring reports to evaluate permit performance criteria.
- Supports development of long-term strategies for watershed-based mitigation, restoration banking, and cumulative impact assessment within the project alignment.

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5% (M) **Other**

- Participates in continued education for successful completion of job-related duties; attends on- and off-site training, workshops, and conferences; and completes required on-the-job training and training.
- Performs other job-related duties as required.

Special Requirements

The checked boxes below indicate any additional requirements of this position.

License Required	Conflict of Interest (COI)	Bilingual Required	Contract Manager	Medical Required
Yes ☐ No ☒	Yes ☒ No ☐	Yes ☐ No ☒	Yes ☒ No ☐	Yes ☐ No ☒
Type:		Language:		

Other Special Requirements Information:

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- Experience preparing or implementing Section 401/404 permits for construction or infrastructure projects in California.
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- Ability to work under tight deadlines to deliver complex environmental permits, authorizations, and approvals.
- Experience demonstrating effective written and verbal communication in a professional environment.
- Experience working within integrated multi-disciplinary teams.
- Ability to exercise a high degree of initiative, flexibility, judgment, and confidentiality.
- Ability to follow and implement guidance and direction from a supervisor and demonstrate good judgment in knowing when to seek assistance and guidance from a supervisor or colleague.
- Ability to represent the Authority in dealings with other government agencies and private entities in a way that reflects well on the Authority.
- Possession of a bachelor's or advanced degree with a major in biological, chemical, physical, or environmental science, soil science, water science, hydrology, agronomy, natural resource science, environmental or public health, physical geography, or a closely related scientific discipline.

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b. Telework: Part-time teleworking may be available for this position for California residents based on the requirements of the position.
c. Travel: This position requires occasional statewide travel to various construction sites to conduct inspections and support the Authority at meetings with contractors, consultants, the public, and other stakeholders.
d. Other: Travel to other Authority offices and field sites for inspection is required. May also have to work outside normal business hours.

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Acknowledgment and Signatures

I have read and understand the duties listed above and can perform them with/without reasonable accommodation (RA). (If you believe you may require RA, please discuss this with the hiring supervisor. If you are unsure whether you require reasonable accommodation, inform the hiring supervisor who will discuss your concerns with the RA Coordinator.)

Incumbent Printed Name:	Signature:	Date:

I have discussed the duties with and provided a copy of this duty statement to the incumbent named above.

Supervisor Printed Name:	Signature:	Date:

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CALIFORNIA High-Speed Rail Authority

Job Description

Position Details

Classification:
Environmental Scientist

Office:
Planning and Engineering

Working Title:
Compliance Specialist

Location:
Sacramento

Position Number:
311-660-0762-005

HR Approval Date/Initials:
07/31/26 FAY

CBID/Bargaining Unit:	**Work Week Group:**	**Tenure:**	**Time Base:**
R10	2	Permanent	Full-Time

Job Description Summary

Under direction of the Senior Environmental Scientist (Supervisory) as part of the Environmental Services Branch with the California High-Speed Rail Authority (Authority), the Environmental Scientist (Compliance Specialist) will assist with the administration and implementation of the Authority's National Environmental Policy Act (NEPA) assignment Program, as assigned by the Federal Railroad Administration (FRA) in the NEPA Assignment Memorandum of Understanding (MOU), pursuant to 23 USC 327. The Compliance Specialist assists with providing compliance guidance on NEPA, as well as other federal laws and regulations, and the California Environmental Quality Act (CEQA) for the High-Speed Rail (HSR) project. The incumbent is responsible for ensuring that all currently approved and permitted project segments comply with permit conditions and assisting with NEPA and CEQA compliance for future segments, ensuring that all project segments are properly authorized, monitored, and implemented consistently with state and federal requirements. To ensure full environmental compliance during all phases of project development and construction, the incumbent will coordinate with all Environmental Services Branch units at the Authority, including contract and legal staff, as well as federal and state partners, consultants, and construction contractors.

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Duties
Percentage
Essential (E)/Marginal (M)

30% (E) **Regulatory Permitting and Coordination as required under the NEPA Assignment MOU**

- Supports planning, organizing, and implementation of the Authority's federal environmental commitments.
- Assists management by reviewing environmental impact statements, environmental assessments, and categorical exclusions.
- Drafts responses to public and agency comments on NEPA documents.
- Supports the coordination and development of an environmental training program and annually reports the results to FRA.
- Assists with the identification of process improvements (current vs. desired) in the environmental review process and supports interdisciplinary teams of Authority Environmental Services technical specialists to develop appropriate guidance and training.
- Supports planning and organizing NEPA Assignment Program activities including class-of-action determinations for environmental documents, processes for environmental review, systems and procedures for compiling and analyzing environmental approval milestones, recordkeeping, and quality assurance/quality control.
- Statewide travel to various construction sites to conduct inspections, and to support the Authority as a subject matter expert at meetings with contractors, consultants, the public, and other stakeholders.

25% (E) **Compliance Review as required under the NEPA Assignment MOU**

- Coordinates with other subject matter experts and with construction management teams to ensure integrated environmental compliance.
- Drafts procedures and key performance indicators for monitoring NEPA Assignment Program performance.
- Develops and maintains compliance tracking tools to monitor the Authority's compliance with environmental commitments and permit conditions.
- Drafts compliance reports, deviation notices, and corrective action plans.
- Based on monitoring outcomes, identifies improvements and develops monitoring reports for submission to the Authority executive office.

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- Assists with the Authority's practice and performance self-assessment.
- Assists with developing procedures for collecting and analyzing program data and drafting annual FRA compliance reports.
- Assists with drafting responses to the annual FRA audits.

20% (E) **Technical Support**

- Coordinates with state environmental and construction staff and consultants to assist in resolving construction-related environmental issues.
- Serves as a subject matter expert on behalf of the Authority with contractors, consultants, and regulatory agencies on federal and state environmental laws and regulations.
- Participates in interagency meetings, technical working groups, and field visits to discuss permitting timelines, compensatory mitigation, and compliance requirements.
- Provides technical compliance guidance on permit requirements and best management practices to environmental monitors and construction contractors.

15% (E) **Environmental Documentation**

- Contributes to environmental re-examinations (Re-Exams) or addenda to ensure updated project modifications remain within the scope of existing permit authorizations.
- Maintains administrative records consistent with state and federal retention requirements.
- Prepares internal memoranda, regulatory correspondence, and submittals documenting permit conditions, field verifications, and agency coordination.

5% (E) **Program Development, Guidance, and Training**

- Promotes safety, teamwork, collaboration, professionalism, and stewardship in the regular operations of Environmental Services.
- Assists in developing internal permit implementation guidance, training materials, and environmental compliance manuals for project staff and contractors.
- Provides technical review of mitigation and monitoring reports to evaluate permit performance criteria.
- Supports development of long-term strategies for watershed-based mitigation, restoration banking, and cumulative impact assessment within the project alignment.

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5% (M) **Other**

- Participates in continued education for successful completion of job-related duties; attends on- and off-site training, workshops, and conferences; and completes required on-the-job training and training.
- Performs other job-related duties as required.

Special Requirements

The checked boxes below indicate any additional requirements of this position.

License Required	Conflict of Interest (COI)	Bilingual Required	Contract Manager	Medical Required
Yes ☐ No ☒	Yes ☒ No ☐	Yes ☐ No ☒	Yes ☒ No ☐	Yes ☐ No ☒
Type:		Language:		

Other Special Requirements Information:

Conflict of Interest: This position is designated under the Conflict-of-Interest Code. The position is responsible for making or participating in the making, of governmental decisions that may potentially have a material effect on personal financial interests. The employee is required to complete form 700 within 30 days of assuming employment. Failure to comply with the Conflict-of-Interest Code requirements may result in disciplinary action.

Contract Manager: Ensures that assigned contracts and agreements are administered and managed in accordance with the applicable policies and procedures of the Authority, the State Contracting Manual (SCM), and the California Government Code (GC).

Knowledge and Abilities

Knowledge of: Basic principles of land, water, fish, wildlife, and other natural resources research; principles of ecology; soil and irrigation sciences, resource management, hydrology, geology, and waste prevention; statistical methods; land-use practices with reference to their general effect on human health, natural resources, agricultural productivity, and the environment; effects of hazardous and non-hazardous waste material and their interactions on the environment; chemical reactions; California and Federal environmental laws, rules, regulations, and requirements; basic toxicology, hydrology, geology, and principles of risk assessment and risk management; concepts employed in a variety of disciplines including environmental planning, economics, and resource management; geolocation and geo-referencing software applications, resource conservation program impacts and implementation strategies; and recycling issues.

Ability to: Apply or modify scientific methods and principles; collect environmental data; analyze and evaluate data and reach sound conclusions; review, check, and interpret scientific and environmental reports; analyze situations and take appropriate actions;

establish and maintain cooperative relations with all persons contacted; communicate effectively; prepare clear, complete, and technically accurate reports; apply laws, rules, regulations, policies, and requirements of California and Federal environmental protection and resource management programs; assess the impact of proposed State and Federal environmental legislation and regulations; understand principles of risk assessment and risk management; work with professionals from a variety of disciplines within and outside of State government; and review and understand technical research reports on emerging public health and environmental issues.

Desirable Qualifications

- Professional experience in environmental permitting or compliance.
- Experience in research, planning, or consultation in environmental programs.
- Experience with NEPA, CEQA, state and federal environmental laws and regulations, and environmental permitting; Porter-Cologne Water Quality Control Act, Sections 401, 402, and 404 of the Clean Water Act, Endangered Species Act, California Endangered Species Act.
- Experience preparing or implementing Section 401/404 permits for construction or infrastructure projects in California.
- Strong interagency collaboration skills demonstrated through interactive relationships with multiple state and federal resources and regulatory agencies.
- Experience with design-build contracting and alternative delivery construction processes and methods.
- Ability to work under tight deadlines to deliver complex environmental permits, authorizations, and approvals.
- Experience demonstrating effective written and verbal communication in a professional environment.
- Experience working within integrated multi-disciplinary teams.
- Ability to exercise a high degree of initiative, flexibility, judgment, and confidentiality.
- Ability to follow and implement guidance and direction from a supervisor and demonstrate good judgment in knowing when to seek assistance and guidance from a supervisor or colleague.
- Ability to represent the Authority in dealings with other government agencies and private entities in a way that reflects well on the Authority.
- Possession of a bachelor's or advanced degree with a major in biological, chemical, physical, or environmental science, soil science, water science, hydrology, agronomy, natural resource science, environmental or public health, physical geography, or a closely related scientific discipline.

Supervision Exercised Over Others

The incumbent does not supervise. On individual projects, the incumbent may serve in a lead capacity over other environmental planner staff or student assistants.

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Public and Internal Contacts

The incumbent will have regular contact with all levels of staff associated with the HSR project, including the Authority's legal staff and external consultants, members of other state, local, and federal agencies, the private sector, and the general public. Employees must handle all situations and communications tactfully and respectfully to support the Authority's mission.

Responsibility for Decisions and Consequence of Error

The incumbent is subject to decreasing supervision as they progress through the ranges. Errors may have a significant impact on the internal and external operations of the Authority. Successful performance of the above-listed duties is essential to ensure that program delivery and project matters are resolved in an efficient and effective manner. Failure to perform these duties effectively could result in the denial of environmental permits, increased costs to the state to complete the HSR project, civil and criminal liability, the destruction of irreplaceable resources, and political embarrassment for the Authority in the event of improper handling of duties on the largest infrastructure project in the nation. The incumbent should exercise a high degree of initiative and independent judgment in regularly performing the most difficult duties.

Physical and Environmental Demands

While working on-site, the incumbent works in a professional office environment, in a climate-controlled area which may fluctuate in temperature and is under artificial light. The incumbent will be required to use a computer, mouse, and keyboard, and will be required to sit for long periods of time at a computer screen. Employees must be able to focus for long periods of time, multi-task, adapt to changes in priorities, and complete tasks or projects with short notice. Employees must develop and maintain cooperative working relationships and display professionalism and respect for others in all contact opportunities. This position requires occasional field work to coordinate and prepare permits and permit amendments with various agencies during both the design and construction phases. In the field the incumbent may experience all climatic conditions, including rain or snow. Proposed project sites and/or construction sites may be loud, dusty, and dirty and may include rugged terrain. The incumbent will be involved in mitigation activities, including mitigation monitoring activities that may also require field visits.

Working Conditions and Requirements

a. Schedule This position requires a Monday through Friday, 8:00 a.m. to 5:00 p.m. work schedule, unless otherwise approved by the supervisor.
b. Telework: Part-time teleworking may be available for this position for California residents based on the requirements of the position.
c. Travel: This position requires occasional statewide travel to various construction sites to conduct inspections and support the Authority at meetings with contractors, consultants, the public, and other stakeholders.
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