State of California
Department of
Industrial Relations
EST. 1927

DUTY STATEMENT

☐ **CURRENT**

☒ **PROPOSED**

CIVIL SERVICE CLASSIFICATION	WORKING TITLE
Research Data Specialist II	Regulatory Economist - Economic and Fiscal Impact Specialist

PROGRAM NAME	UNIT NAME
Occupational Safety and Health Standards Board	Engineering Unit

ASSIGNED SPECIFIC LOCATION	POSITION NUMBER
2520 Venture Oaks way, Suite 350, Sacramento, CA 95833	400 – 850-5758-985

BARGAINING UNIT	WORK WEEK GROUP	BILINGUAL POSITION	CONFLICT OF INTEREST FILER	BACKGROUND CHECK
R01	E	No	Yes	No

General Statement

Under general direction of the Principal Safety Engineer (PSE) in the Engineering Unit, the Regulatory Economist serves as the economic and fiscal regulatory impact expert for the Occupational Safety and Health Standards Board (OSHSB). The incumbent is responsible for working with the Engineering Unit to develop the Economic and Fiscal Impact Statement (STD. 399) for proposed regulatory changes using macroeconomic and econometric models, conducting simulation studies, and performing statistical and analytical analyses. Incumbent will serve as the subject matter expert for the STD. 399, providing technical expertise in advanced economic research, statistical and econometric analysis, fiscal impact assessment, and supporting documentation.

The primary focus of this role is to create macroeconomic models that assess the economic impacts of changes in occupational safety and health rulemaking and regulations for California's workplaces. This process requires the development of innovative analytical approaches, a deep understanding of macroeconomic modeling, econometric techniques, and the legislative and rulemaking process. The incumbent will be the Board's expert on macroeconomic theory, practice, and analysis. In addition, the role requires conducting ad-hoc econometric and trend analyses using data from both government and non-government sources.

The incumbent will work closely with the OSHSB Engineering Unit and Regulations Unit, sharing their expertise in economic theory, statistical methods, and applied data analysis.

Candidates must be able to perform the following essential functions with or without reasonable accommodations.

Percentage of Time Spent	Duties **Essential Job Functions**
45%	Economic and Fiscal Impact Assessments Conduct comprehensive macroeconomic impact studies, utilizing quantitative and qualitative models, including econometric and statistical analyses, simulation studies (e.g., Monte Carlo models), and non-market valuation methods. Independently determine the scope and parameters of economic research, develop methodologies, and perform complex data analysis projects. Research, analyze, and identify unified methods for data collection, explore new strategies and sources for data collection, and coordinate these efforts. Use economic and impact

	assessments to advise the Board staff, Executive Officer and the Board members on standards as well as on legislation potentially affecting the OSHSB. As a part of this process, review and assess the quality of contractor produced economic models and analysis. The incumbent will also work with other divisions and programs within DIR, including departmental economic and research staff, to develop and support economic and fiscal impact assessments. Work with the Engineering Unit to research and prepare responses to inquiries related to the economic and fiscal impact analysis for proposed regulatory changes from various divisions and programs within the DIR and other state agencies.
15%	Policy and strategic initiatives research and recommendations Under the guidance of OSHSB leadership, develop innovative or ad-hoc analytical methods to quantify economic phenomena, estimate costs and benefits, or assess non-market values. Conduct complex research and data analysis using a variety of governmental and private data sources, including but not limited to the Federal Occupational Safety Health Administration Information System, California Employment Development Department Labor Market Information, Federal Bureau of Labor Statistics databases (such as the Census of Fatal Occupational Injuries and the Survey of Occupational Injuries and Illnesses), the DIR Division of Worker's Compensation Information System, and Workers' Compensation Insurance Ratings Bureau statistical data. Employ quantitative and qualitative research techniques to collect, analyze, and interpret data, identifying strategic opportunities for policy and operational improvements. Develop scenario analyses to assess the impact of policy proposals and strategic initiatives, evaluating alternatives and recommending actionable, data-driven solutions. Prepare and deliver comprehensive reports, including case studies, statistical analyses, issue white papers, and technical reports, effectively conveying insights and recommendations to key stakeholders. The OSHSB Executive Officer may also ask the incumbent to provide reports at public meetings and answer questions from the Board members, DIR, other state and government agencies, and members of the public.
15%	Rulemaking/legislation needs assessment and justification Knowledgeable in econometrics and trend analysis and skilled in defining, creating, and managing data models and visualizations to support decision-making and meet organizational information needs. Conducts complex research activities (both quantitative and qualitative) to collect, analyze and interpret data from previously undefined sources, to evaluate regulatory effectiveness and identify the need for regulatory and statutory changes. This includes soliciting, gathering, and analyzing stakeholder input to inform

	recommendations. Identifies key relationships and trends to forecast potential risks and opportunities. Analyzes and presents findings in a clear, user-friendly format, including but not limited to data visualizations, tabular charts, dashboards, memos, research reports, white papers, and other written materials. Effectively compares findings with historical data and communicates insights and recommendations to both internal and external stakeholders.
10%	Cost and revenue impact estimates for bill analyses Utilizes macroeconomic tools to develop complex cost and revenue impact estimates for concurrent legislative proposals, particularly in areas with limited precedent or insufficient existing knowledge. This process involves multitasking, creating new data models and visualizations using research tools and business intelligence software to format, validate, query, and organize both structured and unstructured data. These efforts help forecast trends and assess the potential impact of proposed legislation in areas where changes are being implemented and no established body of knowledge or experience exists.
10%	Miscellaneous On a scheduled and on an ad-hoc basis, conducts a variety of the most complex and/or sensitive special research projects. Typical projects may include, but are not limited to, determining the scope and parameters of research activities to collect and analyze data for various reporting needs. Developing and testing analytical methodologies to monitor compliance with performance metrics, validate performance data for accuracy, and perform statistical analysis to compare actual quantitative performance outcomes with quantitative performance goals or requirements for OSHSB. Planning, organizing and performing statistical analytical studies using complicated research methods and techniques to identify, evaluate, quantify and justify the need for additional resources in OSHSB necessary to meet its complex statutory, regulatory and mission-critical federal and state mandates (Budget Change Proposals).
Percentage of Time Spent	**Marginal Job Functions**
5%	Performs other job-related duties as assigned as required to fulfill DIR-OSHSB mission goals, and objectives.

Conduct, Attendance, and Performance Expectations

This position requires the incumbent to maintain consistent and regular attendance; communicate effectively (orally and in writing) in dealing with the public and/or other employees; develop and maintain knowledge and skills related to specific tasks, methodologies, materials, tools, and equipment; complete assignments in a timely and efficient manner; and, adhere to departmental policies and procedures. The incumbent is expected to be highly independent and self-motivated, manage multiple projects simultaneously, be responsive to requests from managers and executives, and be able to present sensitive information on high-profile projects with discretion. The incumbent serves as OSHSB's subject matter expert in their area of responsibility. The incumbent may advise executive staff on complicated research projects and studies.

Supervision Received

Under the general direction of the Principal Safety Engineer or their designee.

Supervision Exercised

None

Work Environment, Special Requirements/Other Information, Physical Abilities, Additional Requirements/Expectations, and Personal Contacts

Work Environment

The incumbent works in an air-conditioned office building with natural and artificial lighting and temperature control. In addition, the incumbent works in a cubicle in close proximity to others in a typical office setting. Typical work requires use of the computer and telephone for extended periods of time.

Special Requirements/Other Information

The incumbent must demonstrate the ability to establish and maintain cooperative working relationships with staff at all levels both within and outside of OSHSB to complete work assignments. The incumbent must exercise the ability to work independently. The incumbent must demonstrate the ability to use the internet, email, phone, and desktop applications to complete assignments.

Physical Abilities

This position requires the ability to remain in a stationary position, and use a computer for extended periods.

Additional Requirements/Expectations

Required to travel for work as assigned or training at other office locations. May occasionally be required to work overtime as necessary.

Personal Contacts

The incumbent will have contact with the public, employers, employees, other government agencies, stakeholders, and DIR/OSHSB staff.

Employee Acknowledgment

I have read and understand the duties listed above and certify that I possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform these assigned duties as described above with or without reasonable accommodation. If you believe a reasonable accommodation is necessary, discuss your concerns with the hiring supervisor. If unsure of a need for a reasonable accommodation, inform the hiring supervisor who will discuss your concerns with the Medical Management Unit in the Human Resources Office.

Employee Name	Employee Signature	Employee Sign Date

Supervisor Acknowledgment

I certify this duty statement represents a current and accurate description of the essential functions of

this position. I have discussed the duties of this position with the employee and provided the employee with a copy of this duty statement.

Supervisor Name	Supervisor Signature	Supervisor Sign Date

HUMAN RESOURCES OFFICE APPROVAL

IS	10/26/2026
C&S Analyst Initials	Approval Date