DUTY STATEMENT

Employee Name: **Vacant**	Position Number: **580-421-0563-002**
Classification: Senior Public Health Biologist	Tenure/Time Base: Permanent/Full-Time
Working Title: Senior Public Health Biologist	Work Location: 850 Marina Bay Parkway, Richmond, CA 94804
Collective Bargaining Unit: BU 10	Position Eligible for Telework (Yes/No): Yes
Center/Office/Division: CID/Division of Communicable Disease Control	Branch/Section/Unit: Infectious Diseases Branch/Vector-Borne Disease Section/Coastal Region

All employees shall possess the general qualifications, as described in California Code of Regulations Title 2, Section 172, which include, but are not limited to integrity, honesty, dependability, thoroughness, accuracy, good judgment, initiative, resourcefulness, and the ability to work cooperatively with others.

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 skill related to specific tasks, methodologies, materials, tools, and equipment; complete assignments in a timely and efficient manner; and, adhere to departmental policies and procedures.

All California Department of Public Health (CDPH) employees perform work that is of the utmost importance, where each employee is important in supporting and promoting an environment of equity, diversity, and inclusivity, essential to the delivery of the department's mission. All employees are valued and should understand that their contributions and the contributions of their team members derive from different cultures, backgrounds, and life experiences, supporting innovations in public health services and programs for California.

Competencies

The competencies required for this position are found on the classification specification for the classification noted above. Classification specifications are located on the California Department of Human Resource's Job Descriptions webpage.

Job Summary

This position supports the California Department of Public Health's (CDPH) mission and strategic plan by functioning as the staff lead person in a specified region of the State for the prevention, surveillance, and control of vector-borne diseases.

The Senior Public Health Biologist serves as a technical statewide expert (e.g., plague, hantavirus, mosquito-borne diseases, tick-borne diseases, stinging arthropods). Major emphasis will be placed on environmental surveillance for mosquito-borne diseases.

The incumbent works under the general direction of the Supervising Public Health Biologist of the

Vector-Borne Disease Section (VBDS) Coastal Region.

Special Requirements

- ☐ Conflict of Interest (COI)
- ☐ Background Check and/or Fingerprinting Clearance
- ☐ Medical Clearance
- ☒ Travel: 50%
- ☐ Bilingual: Pass a State written and/or verbal proficiency exam in
- ☐ License/Certification:
- ☐ Other:

Essential Functions (including percentage of time)

30% Serves as the regional lead person to plan, organize, and evaluate programs in the prevention surveillance and control of vector-borne diseases; serves as the technical expert on mosquito-borne diseases with emphasis on West Nile virus; and coordinates the statewide environmental mosquito-borne disease surveillance program.

20% Provide technical guidance and assistance to VBDS staff, other Departmental units, and local vector-control agency personnel on identification, prevention, surveillance, and control of vectors and vector-borne diseases.

15% Plan, conduct, and publish results of studies on the ecology and control of specified vector-borne diseases.

15% Coordinate emergency control efforts and assist regional offices, local agencies, and other state agencies when vector-borne disease surveillance indicates a threat to human health.

10% Develop guidelines, procedure manuals, action plans, and historical background for use by state and local agencies in the surveillance, prevention, and control of vector-borne diseases.

Marginal Functions (including percentage of time)

5% Prepare educational materials; give presentations to educate the public, vector control personnel, and health professionals about vector-borne diseases.

☐ I certify this duty statement represents an accurate description of the essential functions of this position. I have discussed the duties and have provided a copy of this duty statement to the employee named above.

☐ I have read and understand the duties and requirements listed above and am able to perform these duties with or without reasonable accommodation. (If you believe reasonable accommodation may be necessary, or if unsure of a need for reasonable accommodation, inform the hiring supervisor.)

Supervisor's Name:	Date	Employee's Name:	Date
Supervisor's Signature	Date	Employee's Signature	Date

HRD Use Only:
Approved By:
Date: