

DUTY STATEMENT

DUTY STATEMENT

Employee Name: Vacant	Current Date: 1/26/24
Classification: Air Pollution Specialist	Position #: 673-450-3887-047
Division/Office: Industrial Strategies Division/ Transportation Fuels Branch	CBID: R09
Section: Alternative Fuels Section	
Supervisor Name: Jordan Ramalingam	Supervisor Classification: Air Resources Supervisor I

I certify that this duty statement represents an accurate description of the essential functions of this position.	
Supervisor:	Date:

I have read this duty statement and agree that it represents the duties I am assigned.	
Employee:	Date:

SPECIAL REQUIREMENTS OF POSITION (IF ANY):

- Designated under Conflict of Interest Code.
- Duties performed may require pre-employment physical.
- Duties performed may require drug testing.
- Duties require participation in the DMV Pull Notice Program.
- Requires the utilization of a 32-pound self-contained breathing apparatus.
- Operates heavy motorized vehicles.
- Requires repetitive movement of heavy objects.
- Works at elevated heights or near fast-moving machinery or traffic.
- Performs other duties requiring high physical demand. (Explain below):
- Duties require use of hearing protection and annual hearing examinations.

SUPERVISION EXERCISED

<input checked="" type="checkbox"/> None	<input type="checkbox"/> Lead Person
<input type="checkbox"/> Supervisor	<input type="checkbox"/> Team Leader

DUTY STATEMENT

ASD/HRB-12 (REV. 03/2020) PAGE 2 OF 3

FOR SUPERVISORY POSITIONS ONLY: Indicate the number of positions by classification that this position DIRECTLY supervises: N/A

Total number of positions in Section/Branch/Office for which this position is responsible: N/A

FOR LEADPERSONS OR TEAM LEADERS ONLY:

Indicate the number of positions by classification that this position LEADS: N/A

MISSION OF SECTION:

The Alternative Fuels Section (AFS) of the Industrial Strategies Division is responsible for developing and implementing various aspects of the Low Carbon Fuel Standard (LCFS) regulation to promote alternative fuel deployment. Key activities of the section include working with market experts to analyze supply trends of alternative fuels in California, suggesting adjustments to the LCFS rule to better promote alternative fuels and zero emission vehicle (ZEV) infrastructure, investigating the economics of various alternative fuel production technologies, assessing the supply and demand fundamentals of the LCFS credit market, and monitoring the LCFS credit market to deter and detect manipulation. The section also provides assistance to the other sections in the Transportation Fuels Branch (TFB) and works with the Branch Chief in all matters related to the implementation of the Low Carbon Fuel Standard Regulation. Staff also interact with other state, federal and international agencies to facilitate the development of comparable programs in other jurisdictions. Stakeholders that the section often works with include alternative fuel producers, fossil fuel producers, ZEV infrastructure developers, academic institutions, agricultural experts, economists, project proponents, consultants, and other governmental agencies.

CONCEPT OF POSITION:

Under direction of the Air Resources Supervisor I, the Air Pollution Specialist will conduct economic and environmental analysis of low carbon transportation technologies and fuels-related policies; analyze and report on LCFS fuels and credit market data; review transportation policies in the context of California's long-term climate goals; analyze fuel supply and demand in California; review applications submitted under ZEV infrastructure provisions and evaluate ZEV projects; evaluate fuel markets outside of California for how they may affect the LCFS; and provide policy recommendations to improve the LCFS program. The position is part of a team responsible for implementing the LCFS, developing innovative new fuels regulations to reduce criteria and greenhouse gas emissions, and providing scientific support on fuels and alternative fuels. The position requires close interaction and teamwork with a variety of internal and external stakeholders, including other California Air Resources Board (CARB) divisions, government agencies, policymakers, industry, environmental organizations, and the public to support CARB's clean air goals. The APS may also represent the agency in various joint operations, speak before groups, answer inquiries, and prepare reports and correspondence.

Travel may be required up to 5% of the time for making presentations and/or providing other program related information at public forums.

DUTY STATEMENT

<u>% OF TIME</u>	<u>RESPONSIBILITIES OF POSITION</u>
30% - E	Assists with the development of regulations, guidance documents, and technical support documents related to the LCFS. Conducts workshops and consultation meetings with industry, other governmental agencies, and the public to solicit information required to develop technical reports and regulations. Prepares materials for Branch use in internal and external meetings, understanding the sensitivity of market-based programs.
25% - E	Using scientific principles and research methods, analyzes the supply-demand fundamentals of fuels and the LCFS credit market. Supports monitoring and assessment of the LCFS credit market to deter and detect manipulation. Assess short-term and long-term fuels markets and how those markets could affect the LCFS. Conducts research and independently develops studies to determine the feasibility, cost-effectiveness, environmental impacts, sustainability, and socio-economic impacts of strategies for emissions reductions and policies related to transportation fuels and other emerging technologies. Analyzes and synthesizes emissions data, fuels data and other related information from market reports, academic publications, and industry data to support policy decisions.
20% - E	Using scientific methods, supports implementation of the LCFS. Supports collection, review and audit of information and data provided by external stakeholders in the LCFS and makes recommendations to improve program implementation. Evaluates applications submitted under the ZEV Fueling Infrastructure crediting provisions in the LCFS. Prepares correspondence, data summary, presentations, issue papers, and fact sheets to inform external stakeholders of activities related to the LCFS. Manages contracts as necessary.
15% - E	Prepares correspondence, briefing and issue papers to inform senior management of activities related to CARB's fuels and climate program. Represents CARB in meetings, workshops, and hearings and interacts with stakeholders to maintain positive and productive relationships.
10% - M	Responds to special requests and performs other duties as required to support the activities of the Section, Branch, and Division.