

DUTY STATEMENT

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Employee Name:	Current Date: 4/17/2024
Classification: Staff Air Pollution Specialist	Position #: 673-910-3735-016
Division/Office: ECCD	CBID: R09
Section: Compression Ignition and Heavy Duty Certification Section	
Supervisor Name: Elena Florea	Supervisor Classification: ARS 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): Safety footwear is needed for hazardous work conditions which include vehicle emissions testing, emission control components inspection, and vehicle maintenance activity etc. Management requires that staff use safety footwear due to working in the lab or field under the conditions listed above.
- 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

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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 Compression Ignition and Heavy Duty Certification (CIHD) Section is responsible for determining if manufacturers' off- and on-road diesel engines and on-road heavy-duty gasoline engines and vehicles are compliant with the appropriate state emission control laws and regulations for diesel and gasoline engines, and vehicles. Upon a determination of compliance, Executive Orders approving the sale of these engines and vehicles are prepared for signature by the Division Chief. The CIHD section also assists the California Air Resources Board's (CARB's) regulatory and enforcement staff by providing certification data, information, and expertise for reviewing draft proposed regulations and for case development of violations.

CONCEPT OF POSITION: The Staff Air Pollution Specialist will be the lead person on confirmatory, compliance, audit testing and analysis of potential problem engine families and problem products. The lead staff will be responsible for determining an enhanced testing protocol intended to identify engines operating outside of regulatory requirements or having different emissions when tested on the road. To make this determination, the lead staff will conduct testing both in lab and over-the-road testing to verify the engines complex emission control technologies are working as designed. The lead staff should have experience working with data acquisition software from engines and vehicles. Staff will work with lab personnel to create specialized in-lab and over-the-road test cycles/routes for engines and vehicles. CIHD staff duties also include reviewing and analyzing manufacturers' advanced and complex emission control technology, the evaluation, reviewing and approving intricate auxiliary emission control devices, evaluating the emissions impact of proposed new technology, and evaluating proposed durability test plans and alternate test procedures. Additional responsibilities include reporting of final test data to management and evaluating manufacturer phase-in and fleet requirements, and the averaging-banking-trading of emission credits.

<u>% OF TIME</u>	<u>RESPONSIBILITIES OF POSITION</u>
30% E	Be the lead staff to create specialized in-lab and over-the-road test cycles/routes to perform compliance and audit testing of targeted engine families. Independently develop, write, coordinate, and implement the test plans. Coordinate with manufacturers procurement activities for testing new engines/vehicles.
20% E	Review manufacturers' auxiliary emission control devices, proposed durability, alternative and emission test plans to ensure that the test data are valid and conform to good engineering practice. Review, approve, certify manufacturers applications, and process Executive Orders for compliance. Be a certification engineer to remain in touch with the certification process.

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15% E	Perform engineering analysis of emission test data and complex technical information, generate clear and concise technical reports, and organize/present the results. Compile manufacturers or CARB test data, and select potential target engine families for testing (on-road or lab testing)
10% E	Serve as a lead staff for work groups and technical meetings Direct discussions with manufacturers regarding suspect emissions levels and possible corrective actions.
10% E	Travel to manufacturer's emissions test facility and conduct compliance audits of manufacturer production and test facilities. Present conclusions of each audit and test report to management and stakeholders.
5% E	Assist CARB's regulatory and enforcement activities concerning proposed regulations, test procedures, and case developments for violations.
5% M	Review and evaluate manufacturer's quarterly and year-end production reports to determine compliance with CARB regulations. Participate in the preparation of the quarterly reports summarizing manufacturer results.
5% M	Negotiate contracts for testing new engines. May perform other duties within the scope of the classification as assigned
	Notes: Related to any of the above duties, travel outside of the normal work hours will be required and entail overnight or several days stays. Under certain circumstances work outside the normal work hours will be required. Typical method of travel can be by flying or driving a car / truck depending on the activity / event.