

DUTY STATEMENT

Employee Name:	Position Number: 580-732-7956-901
Classification: Microbiologist Intern	Tenure/Time Base: Temporary/Full-Time
Working Title: Microbiologist Trainee	Work Location: 850 Marina Bay Parkway, Richmond, CA 94804
Collective Bargaining Unit: R10	Position Eligible for Telework (Yes/No): No
Center/Office/Division: Center for Laboratory Sciences/Infectious Diseases Laboratory Division	Branch/Section/Unit: Viral and Rickettsial Disease Laboratory Branch/Viral and Rickettsial Disease Laboratory Section

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 building the Public Health Microbiologist (PHM) workforce at the State laboratory.

The Microbiologist Intern will participate in the PHM Training Program as a full-time trainee. The topics that will be covered will include topics such as microbiology, virology, and diagnostic immunology. Following completion of the training and passage of the PHM Certification exam, the trainee will be eligible to be promoted-in-place to a PHM I.

The incumbent works under the close supervision of the Research Scientist Supervisor II and Viral and Rickettsial Disease Laboratory (VRDL) Program Chief.

Special Requirements

- Conflict of Interest (COI)
- Background Check and/or Fingerprinting Clearance
- Medical Clearance
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Travel:

- Bilingual: Pass a State written and/or verbal proficiency exam in
- License/Certification:
- Other: Possession of an LFS approval letter to participate in the PHM training program; vaccinations may be recommended.

Essential Functions (including percentage of time)

- 30% Obtains training on a variety of microbiological methods, including identifying and setting up bacterial cultures, syphilis serology, mycobacteriology, and parasite and mycology identification, and testing for contaminants in food and water.
- 30% Obtains training on a variety of virology methods, including cell culture handling and virus identification; indirect fluorescent antibody testing; enzyme immunoassay; and real time polymerase chain reaction (PCR).
- 30% Attends a variety of microbiology, virology, and immunodiagnostic lectures to understand the scientific principles and applications of public health testing.

Marginal Functions (including percentage of time)

- 10% Travel to different local public health laboratories for bench training in various microbiological and serological assays is required. Performs other work-related duties as assigned.

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

HRD Use Only:
Approved By: SB
Date: 9/6/2023