

**DUTY STATEMENT**

Employee Name:	Position Number: 580-723-5578-006
Classification: Research Scientist I (Microbiological Sciences)	Tenure/Time Base: Permanent/Full Time
Working Title: Food Safety Research Scientist	Work Location: CDPH Richmond Campus 850 Marina Bay Pkwy, Richmond, CA 94804
Collective Bargaining Unit: R10	Position Eligible for Telework (Yes/No): Yes
Center/Office/Division: Center for Laboratory Sciences/Division of Environmental Health Laboratories	Branch/Section/Unit: Food and Drug Laboratory Branch/Microbiology Section/Microbiology Testing Unit

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 strengthening the state environmental public health and laboratory testing program.

The incumbent works under the supervision of the Research Scientist Supervisor I (Microbiological Sciences) [RSS I (MS)], the incumbent serves as a Research Scientist I (Microbiological Sciences) [RS I (MS)] in the Food and Drug Laboratory Branch, Microbiology Section, Microbiology Testing

Unit.

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**Special Requirements**

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

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**Essential Functions (including percentage of time)**

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- 45% Incumbent will plan and carry out scientific investigations of limited scientific scope and complexity, primarily participating in the planning and conduct of broad or complex analytical investigations relating to microbial contamination of food products (including human food, animal food and food defense products) and environmental samples using standard operation procedures and are responsible for pre-analytical, analytical and post-analytical parts of the investigations. This includes but is not limited to processing of samples for enrichment, carrying out analysis for identification and confirmation of pathogen isolated, and writing of reports for submission to the supervisor. This can also include characterization of isolates on various culture medias and advanced characterization of pathogens using molecular methods including, but not limited to, PFGE, PCR, sequencing, and MALDI-TOF. Prepares accurate analysis documentation and laboratory reports for management review and make independent decisions relating to this specific scientific expertise using established guidelines and procedures.
- 35% Incumbent will participate in the conduct of research projects and/or method development for the detection and characterization of foodborne pathogens under direction of their supervisor. Projects can include, but are not limited to, development, optimization, and/or validation of culture methods, biochemical analysis, molecular characterization, and serology. Incumbent will also participate in the planning and execution of inter/intra-lab validation studies for new methodologies. All projects require accurate research documentation and laboratory reports for management review, as well as at least one (1) research presentation per year.
- 15% Incumbent will perform a variety of laboratory processes related to quality control procedures in media for microbiology, testing of special media to evaluate usage by professional staff, receiving samples and login of samples into Laboratory Information Management system. Incumbent will also conduct laboratory quality assurance functions, which will include maintenance of reagent preparation records, equipment records, and maintenance of control cultures for media.

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**Marginal Functions (including percentage of time)**

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5% Performs other job-related duties as required.

☐ 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: <b>Zhirong Li, Ph.D.</b>	Date <b>3/14/25</b>	Employee's Name:	Date
Supervisor's Signature	Date	Employee's Signature	Date

**HRD Use Only:**

Approved By: AC

Date: 4.8.2025