

DUTY STATEMENT

Employee Name:	Position Number: 581-427-5609-909
Classification: Research Scientist IV (Epidemiology/Biostatistics)	Tenure/Time Base: Permanent/ Full-Time
Working Title: Senior Epidemiologist - Genomic Epidemiology	Work Location: Various locations available. Location to be determined upon hire.
Collective Bargaining Unit: R10	Position Eligible for Telework (Yes/No): Yes
Center/Office/Division: Center for Infectious Diseases/ Division of Communicable Disease Control	Branch/Section/Unit: COVID Control Branch/ Genomics 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 providing scientific leadership on COVID-19, influenza, and RSV and coordinating with partners working on other respiratory viruses to inform public health decision making and action.

The COVID Control Branch (CCB) coordinates and provides guidance on statewide COVID-19, influenza, and RSV surveillance, epidemiologic investigations, laboratory testing, and on clinical and infection control issues. The Branch works closely with other teams to help produce reports for CDPH leadership and other stakeholders. CCB works closely with local health departments, other state

teams and agencies, and the Centers for Disease Control and Prevention (CDC) on COVID-19, influenza, and RSV surveillance and response. CCB is poised to expand to address other epidemics as they may emerge.

The Research Scientist IV (RS IV) is responsible for leading and directing the investigation of analysis and enhanced surveillance data, to understand the trends and patterns of COVID-19, influenza, and RSV. The RS IV has direct responsibility, in collaboration with other CCB teams, to analyze, interpret and disseminate respiratory virus enhanced surveillance information to internal and external stakeholders.

The incumbent works under administrative direction of the Research Scientist Supervisor I, Chief, Genomics Unit.

Special Requirements

- 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: Doctoral Degree or Doctor of Medicine Degree
- Other:

Essential Functions (including percentage of time)

- 35% Provide leadership and technical support for the design, development, implementation, and analysis of complex COVID-19, influenza, and RSV epidemiology studies, including but not limited to trends in disease severity, hospitalizations, and death. Maintain knowledge of CDPH and federal respiratory virus surveillance data sources and utilization tools. Assess and fulfill needs for updates, expansion, and/or development of complex data analysis methods used by CCB staff.
- 30% Provide subject matter expertise and advises the development and implementation of data visualization platforms, such as dashboards. Execute timely and accurate analysis and maintenance of visualizations using both internal and external data sources. Lead the collaboration and cross-cutting activities between Sections and Branches necessary for comprehensive respiratory virus surveillance.
- 10% Represent the Section at meetings with other state, federal and local agencies, external stakeholders, and liaisons with other agencies as necessary through meetings, workgroups, and task forces.
- 10% Communicate and provide COVID-19, influenza, and RSV information for press/media including data inquiries through Public Records Act (PRAs).
- 10% Plan and direct the successful completion of research output including text, tables, and figures for public health presentations, reports, and published manuscripts. Act as subject matter expert in providing guidance to and mentoring Research Scientists at levels II, and III and

equivalent contract positions within the team.

The headquarter location will be determined based on the location of the most qualified candidate. Available Headquarter locations for this position:

Region	Counties	Reporting Location
Region II	Alameda, Contra Costa, Del Norte, Humboldt, Lake, Marin, Mendocino, Monterey, Napa, San Benito, San Francisco, San Mateo, Santa Clara, Santa Cruz, Solano, Sonoma	Contra Costa - 850 Marina Bay Parkway, Richmond, CA 94804
Region IV	Alpine, Amador, Calaveras, El Dorado, Placer, Sacramento, San Joaquin, Stanislaus, Tuolumne, Yolo	Sacramento - 1616 Capitol Avenue, Sacramento, CA 95814

Marginal Functions (including percentage of time)

5% Perform 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:	Date	Employee’s Name:	Date
Supervisor’s Signature	Date	Employee’s Signature	Date

HRD Use Only:
 Approved By: JC
 Date: 04/18/25