



<b>Classification:</b> Air Pollution Specialist	<b>Position No.</b> 6100-3887-006
<b>CBID:</b> R09	<b>Office:</b> Zero-Emission Vehicle and Infrastructure
<b>Date Prepared:</b> August 1, 2017	<b>Division:</b> Fuels and Transportation
<b>KEY: (E) IS ESSENTIAL, (M) IS MARGINAL</b>	

Under close (Range A) or general (Range B or C) supervision of the Energy Resources Specialist III (Supervisory) in the Zero-Emission Vehicle and Infrastructure Office of the Fuels and Transportation Division, the incumbent will serve as a team lead in implementing and evaluating the Alternative and Renewable Fuel and Vehicle Technology Program (ARFVTP) by performing complex technical and analytical tasks. Key functions include the use of scientific principles and quantitative analytical skills to evaluate the greenhouse gas emission reductions, air pollutant emission reductions, toxic air contaminant reductions, energy impacts, and petroleum displacement of projects under the ARFVTP. The incumbent will work with other technical leads to identify the critical barriers and opportunities associated with multiple alternative fuels and vehicle technologies and measure the ARFVTP's ability to impact those barriers and opportunities. The incumbent will also conduct data collection and independent research to develop policy recommendations that can advance the state's goals for cleaner transportation. Establishing and maintaining working relationships with other units, other divisions, policymakers, and outside agencies is fundamental.

Critical knowledge and abilities include:

- Technical knowledge of multiple alternative fuel pathways and advanced vehicle technologies, including electricity and plug-in electric vehicles; hydrogen and fuel cell electric vehicles; compressed and liquefied natural gas; biofuels, including biodiesel, renewable diesel, ethanol, and renewable natural gas; and other advanced vehicle technologies.
- Technical and scientific knowledge of greenhouse gases, criteria pollutants, toxic air contaminants, and energy.
- Gathering, managing, evaluating, and reporting data through Microsoft Excel (at a minimum), Microsoft Access, and/or other database management tools.
- Succinctly and accurately communicating policy ideas and technical concepts to policymakers, stakeholders, and others in both oral and written formats.
- Project management skills, including the ability to maintain a schedule, develop and refine a project's scope, and identify necessary resources.
- Thinking logically and creatively to develop processes for data collection and management.
- Coordinating with technical staff in different units, divisions, and agencies.

**WORKING CONDITIONS:** The work is performed in an indoor office and meeting room setting involving sitting, standing, and walking. The candidate must work well with people inside and outside the Energy Commission, including members of the general public. Travel may be required to attend workshops, hearings, and meetings. Additional hours beyond an eight-hour workday or forty-hour workweek may be required. While performing the duties described below, the incumbent will be required to work alone and/or in a team environment, using a personal computer and appropriate Energy Commission software such as word processing, electronic mail and Internet; participate in and lead meetings with other staff and with other agencies.



**DUTIES AND RESPONSIBILITIES:**

- 45% Perform data analysis and technical assessment and evaluation work related to energy strategies and greenhouse gases, criteria pollutants, and toxic air contaminant reduction strategies. Technical work may include the analysis of emissions data and the evaluation of emission control technology alternatives using scientific principles. This may be accomplished by reviewing current technical literature and technical vehicle air pollutant emissions data provided to provide background and technical expertise. Once analysis is complete, staff must be able to communicate results of analysis clearly and accurately to management and impacted stakeholders both verbally and in writing. Based on these communications, develop projects to meet program goals for the development of alternative fuels and transportation energy technologies that transform California's fuel and vehicle types to help attain the state's climate change policies and greenhouse gas emission reduction goals. (E)
- 20% Develop solicitations, conduct public workshops, review and score solicitation proposals, and provide technical oversight of agreements resulting from the solicitations from the ARFVTP. Manage Energy Commission grant agreements with fueling station developers, fuel providers, agencies, researchers, and equipment manufacturers. (E)
- 20% Prepare clear and accurate technical reports, issue papers, legislation analysis and regulatory documentation, which are often used for Commission decisions. Oversee the development of market assessment reports to evaluate fuel use penetration, market niche early adopters, business trends, and other factors that stimulate and impact the development, consumption, and use of alternative fuels in California. Research and report on the state-of-the-art (technology and cost) for alternative fuels and fueling infrastructure, including hydrogen, electric vehicles, and other technologies. Work with other agencies in the design, evaluation, and finalization of the reports. Design and facilitate workshops in alternative fuels, vehicles, and infrastructure. (E)
- 10% May serve as a team lead in the development and deployment of regulatory and guidance documents for the implementation of incentive and innovative financing programs in conjunction with other state agencies, and other affected stakeholders. Serve as team lead in the development and deployment alternative fuel vehicles, managing economic incentives to stimulate vehicle purchases, organizing technical assistance consultations, and participating in meetings with vehicle, engine, and component part manufacturers to accelerate and expand the introduction of alternative fuel vehicles in California. (E)
- 5% Perform other duties as required consistent with the specifications of this classification. (M)

<b>SIGNATURES</b>			
<b>I Certify That I Am Able To Perform, With Or Without The Assistance Of A Reasonable Accommodation, The Essential Job Duties Of This Position</b>			
_____ VACANT Air Pollution Specialist	_____ Date	_____ CHARLES SMITH Energy Resources Specialist III (Supervisory)	_____ Date