

California Energy Commission



CLASSIFICATION: Energy Commission Specialist II (Efficiency)

TENURE/TIME BASE: Permanent/Full Time

SALARY: \$6,028 - \$7,491

LOCATION: Energy Assessments Division, Demand Analysis Office
Sacramento

FINAL FILING DATE: **September 18, 2017**

The mission of the Energy Assessments Division (EAD) is to conduct assessments of California's electricity, natural gas, petroleum, and transportation systems and trends and to provide that information to the state's decision makers and the public. This information assists these and other stakeholders to develop energy policies that balance the need for adequate resources with economic, public health, safety, and environmental goals. The division's emphasis is on building staff capabilities in the latest modeling and analytical techniques.

DUTIES/RESPONSIBILITIES

The Energy Commission Specialist II (ECS II) performs a range of highly complex and advanced technical tasks related to assessing California's progress in meeting energy efficiency savings targets. Working with other energy specialists, the incumbent's responsibilities include determining whether programs intended to increase energy efficiency savings are cost effective and feasible; developing tools to assess the progress electric and gas utilities and other entities are making toward reaching energy efficiency savings targets; and assessing progress in reaching those targets. The incumbent will work closely with the California Public Utility Commission (CPUC) staff involved with energy efficiency savings that occur in investor owned utility service areas. This position's work will be under the technical lead of the SB 350 Energy Commission Specialist III, the top subject matter expert in the field of energy efficiency savings, demand reductions, and the work outlined in Senate Bill 350 (DeLeon, Chapter 547, Statutes of 2015).

DESIRABLE EXPERIENCE/QUALIFICATIONS: The successful applicant should have:

- Excellent analytical skills and the ability to reason logically and creatively while analyzing a variety of analytical techniques.
- Excellent written and oral communication skills. Ability to effectively write and edit technical program information. Ability to gather, compile, analyze, and interpret written and numerical research data.
- Excellent interpersonal and leadership skills. Ability to work under pressure effectively, both under supervision as well as independently, within a team environment and maintaining positive and constructive work relationships with others.
- Proficiency on a personal computer and familiarity with word processing, data base management, spreadsheets, models, and graphics.
- Intermediate to Advanced skills with Microsoft Excel and Word software programs and database programs.
- Ability to communicate complicated information a simple, consumer friendly manner.
- Ability to master new technical concepts.

WHO MAY APPLY: Eligible candidates who are current state employees with status in the above classification, lateral transfers from an equivalent class who meet the minimum qualifications of this classification, former state employees who can reinstate into this class or persons who are reachable on a current employment list for this classification. Appointment is subject to the provisions of the State Restriction of Appointments (SROA) process: SROA/SURPLUS/ REEMPLOYMENT candidates are encouraged to apply and must attach a copy of their status letter in order to be considered. Applications will be screened and the most qualified may be contacted for an interview.

Interested applicants must submit a completed Standard State Application (Form STD. 678) with an original signature, to the contact/address listed below. Electronic applications will not be accepted. **You must clearly indicate the basis of your eligibility (i.e., list, transfer, SROA/Surplus, reinstatement, etc.), RPA #820-088 and Position #820-4936-001 in the “Explanation Section” of the STD. 678.**

***Please Note:** Possession of the minimum qualifications will be verified prior to the interview and/or appointment. If it is determined an applicant does not meet the minimum qualifications, the application may be forwarded to the State Personnel Board for review and the applicant’s name may be removed from the eligibility list.*

SUBMIT APPLICATIONS TO:

Personnel Services Office
ATTN: RPA #820-088
1516 9th Street, MS-3
Sacramento, CA 95814

View full Duty Statements:

<http://www.energy.ca.gov/careers/jobs.html>

For additional questions regarding this recruitment, you may contact (916) 654-4305 or email personnelservices@energy.ca.gov.

California Relay (Telephone) Service – TDD Phones: 1-800-735-2929 and Voice Phones: 1-800-735-2922