

STATE OF CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION POSITION ESSENTIAL FUNCTIONS DUTIES STATEMENT PO-199 (06/16)		Working Title of Position Senior Electrical Engineer	
		Division and/or Subdivision OSFM Fire and Life Safety	
INSTRUCTIONS: The Director is required by Government Code Section 19818.12 to report (or to record) "...material changes in the duties of any position in his or her jurisdiction". The Position Essential Functions Duties Statement is used for this purpose. Enter identifying information and effective date at the right. Enter brief description of each of the important duties and responsibilities of the position below. Group related duties in numbered paragraphs and indicate the percentage of total time occupied. Indicate the "essential functions" of the position by placing an asterisk (*) in front of those individual duties you determine to be essential to the job. Discuss the duties with the employee assigned to the position. Both the employee and supervisor sign the document where indicated. The supervisor retains the original document and provides a copy to the employee.		Location of Headquarters Sacramento	
		Class Title of Position Senior Electrical Engineer	
		Position Number 543-533-3600-XXX	
		Effective Date 06/01/2025	
Percentage of Time Required	Effective on the date indicated, the employee assigned to the position identified above performs the following duties and responsibilities.		
40%	Under the general direction of the Supervising Architect, the Senior Electrical Engineer in the Fire and Life Safety (FLS) Division will perform as part of the Plan Review team. Responsibilities include, but are not limited to: *Reviews construction documents relating to electrical systems, life safety systems and associated elements to ensure compliance with fire and life safety codes, regulations, and standards in Titles 19 and 24 of the California Code of Regulations. *Reviews design details specific to electrical systems and engineering calculations to evaluate for fire and life safety code compliance. *Provides quality review on contractor and staff analyses regarding electrical engineering designs		
30%	*Leads complex technical and electrical engineering assignments, interacts and meets with design professionals before and during plan review, provides consultation and technical assistance and guidance to resolve complex technical issues and problems. *Responds to requests for technical assistance and information from project proponents and others interested in energy policy, efficiency programs, and technologies. *Tracks, and prioritizes fire and life safety code issues and requirements to reduce construction errors using knowledge of Title 19 and 24 requirements and Office of the State Fire Marshal (OSFM) plan review processes.		
15%	*Serves as expert technical advisor and consultant to the Fire and Life Safety Division for electrical and life safety engineering standards. *Provides support on electrical and life safety system issues encountered in field conditions. *Provides engineering and technical input for the development of Alternate Means of Protection requests to the Field Supervisors and Division Chiefs in accordance with established Fire and Life Safety policy.		
5%	*Make technical engineering decisions on complex fire protection and life safety systems. *These are the essential functions for this position. Essential functions are those functions that the individual who holds the position must be able to perform unaided or with the assistance of a reasonable accommodation.		
Equal Employment Opportunity (EEO) Statement: All CAL FIRE employees are expected to conduct themselves in a professional manner that demonstrates respect for all employees and others they come in contact with during work hours, during work related activities, and anytime they represent the department. Additionally, all CAL FIRE employees are responsible for promoting a safe and secure work environment free from discrimination, harassment, inappropriate conduct, or retaliation.			
Job qualifications and/or conditions of employment: See page 2.			
"We have discussed this document in its entirety and understand the duties of this position."			
Employee Signature _____		Supervisor Signature _____	
Date _____		Date _____	
Personnel use only <input type="checkbox"/> Posted to Directory		Initials and date _____	

Percentage of Time Required Effective on the date indicated, the employee assigned to the position identified above performs the following duties and responsibilities.

5%

*Participate in regulations development relating to fire protection equipment, fire alarm, and life safety systems.

5%

*Perform other job-related duties as assigned. Emergency duty assignments as required.

Desirable Qualifications

- Knowledge and experience in electrical design, plan review and construction methods.
- Ability to work independently and in a team environment.
- Possession of a valid Electrical Engineer License issued by the California Board for Professional Engineers, Land Surveyors, and Geologists

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Job qualifications and/or conditions of employment: **Travel may be required up to 5% annually and may include overnight stays. %5 Emergency duty assignments as required.**

"We have discussed this document in its entirety and understand the duties of this position."

Employee Signature

Date

Supervisor Signature

Date

Personnel use only

Posted to Directory

Initials and Date