



State of California
California Energy Commission
DUTY STATEMENT
CEC-004 (Revised 5/2023)

Classification: Electric Generation System Program Specialist I

Working Title: Electric Vehicle Infrastructure Data Scientist

Position Number: 535-610-4847-001

Division/Branch: Fuels and Transportation Division/ZEV Acceleration Branch/Infrastructure Modeling and Assessment Unit

Collective Bargaining Identifier (CBID): R09

Work Week Group (WWG): E

Date Approved: 4/15/2026

Conflict of Interest (COI): **Yes** **No**

If yes, this position is responsible for making or participating in the making of governmental decisions that may potentially have a material effect on personal financial interests. The appointee is required to complete Form 700 within 30 days of appointment, which identifies pertinent personal financial information.

Job Description

Under the general direction of the Program and Project Supervisor in the Infrastructure Modeling and Assessment Unit within the Fuels and Transportation Division (FTD), the incumbent provides technical leadership in the planning, development, and implementation of the Energy Commission's Clean Transportation Program and vehicle-grid integration; conducts complex analyses and develops strategies to transition California's transportation refueling infrastructure from fossil fuel-based to electricity-based to achieve the electrification goals of the State of California. As a subject matter expert with a high degree of knowledge, skills, and expertise at a high working level, performing duties needing advanced knowledge; conducts the most complex technical and techno-economic analyses of charging infrastructure needs and informs decision-makers on strategies for achieving the state's energy goals; and fosters governmental and private sector collaboration. The incumbent develops grant funding opportunities, develops and manages agreements, and engages in other funding and non-funding activities to support vehicle-grid integration and vehicle to grid advancement. The incumbent works with management to implement strategy and with staff to develop work products and information that are accurate, objective, timely, and useful in meeting the CEC's mission. The incumbent provides mentoring to junior staff to develop technical expertise.

Essential Duties

- 35% **Modeling:** Define data needs and modeling assumptions. Work with FTD staff and external partners to gather relevant data. Manipulate and analyze large sets of charging energy and charger usage, and consumer preference data to be used in engineering, statistical, and mathematical modeling by employing engineering algorithms, or econometric modeling and statistics to ensure accuracy and reasonableness of inputs and results. Lead work in expanding the technical capabilities and recommending analytical improvements for light-duty, medium-duty, and heavy-duty modeling.
- 35% **Technical Analysis and Reporting:** Serve as a lead on the development of technical analysis and reports. Acts as subject matter expert on charger utilization, reliability, and accessibility in California, developing technical materials and making policy recommendations to address key concerns and emerging issues. Utilize existing technical analyses, policy reports, market analytics, and studies developed for specific projects. Synthesize and communicate complicated information in a simple consumer-friendly manner. Prepare reports, testify at hearings, and make presentations to staff, management, and the public on issues associated with electric vehicle charging. Review written materials and provide expert feedback.
- 15% **Coordination and Outreach:** Monitor, and as requested by management, participate and/or present at the California Energy Commission and other outside agency proceedings and activities identified by management. Attend webinars and workshops; review papers, proposals, and comments; and engage with other agency staff and other participants as appropriate. Provide briefings and updates to the FTD, other divisions, the Executive Office, and Commissioners on various proceedings, the decisions being made, and the impact those decisions could have on the need for chargers in California.
- 10% **Interagency Representation:** Act as the primary FTD representative in interagency activities, communicating objective findings from technically complex analyses to decision-makers, other government agencies, and the public to support the CEC in its role as the state's primary energy planning agency. Develop oral and written presentations and reports on electric vehicle charging for workshops and interagency planning forums, including explaining the results of complex technical analysis to CEC executive management and other stakeholders as well as the general public.

Marginal Duties

- 5% Perform other duties as required, consistent with the specifications of the classification.

Working Conditions

The CEC supports a hybrid workplace model with office-based and remote-centered workers. Limited in-person attendance and occasional travel may be required based on the needs of the division. Regular and consistent attendance is essential to successful performance. Work hours beyond the eight-hour workday or forty-hour workweek may at times be required. This position is remote-centered, which means the incumbent works 50 percent or more of their time from an alternate work location.



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Diversity and Inclusion Statement

Serving all Californians, the CEC embodies diversity, equity, and inclusion, and has taken an active and meaningful role in creating an environment that enables each employee to thrive.

Employee's Acknowledgement: I certify that I am able to perform, with or without the assistance of a reasonable accommodation, the essential duties of this position.

Employee's Name (Print): _____

Employee's Signature: _____ **Date:** _____

Supervisor's Acknowledgment: I certify this duty statement represents a current and accurate description of the essential functions of this position. I have discussed the duties of this position with and provided the above-named employee a copy of this duty statement.

Supervisor's Name (Print): Michael Nicholas

Supervisor's Signature: _____ **Date:** _____