

DUTY STATEMENT

CALIFORNIA PUBLIC UTILITIES COMMISSION

DIVISION Energy		EFFECTIVE DATE
BRANCH/SECTION Distribution Planning Branch/Interconnection and Distribution Engineering Section		CLASS TITLE Utilities Engineer
WORKING DAYS AND WORKING HOURS Monday through Friday 8:00 a.m. to 5:00 p.m.		PHYSICAL WORK LOCATION Sacramento, San Francisco or Los Angeles
INCUMBENT (if known)		CURRENT POSITION NUMBER (Agency - Unit - Class - Serial) 680-328-3518-005
YOU ARE A VALUED MEMBER OF THE DEPARTMENT'S TEAM. YOU ARE EXPECTED TO WORK COOPERATIVELY WITH TEAM MEMBERS AND OTHERS TO ENABLE THE DEPARTMENT TO PROVIDE THE HIGHEST LEVEL OF SERVICE POSSIBLE. YOUR CREATIVITY AND PRODUCTIVITY ARE ENCOURAGED. YOUR EFFORTS TO TREAT OTHERS FAIRLY, HONESTLY AND WITH RESPECT ARE IMPORTANT TO EVERYONE WHO WORKS WITH YOU.		
BRIEFLY (1 or 2 sentences) DESCRIBE THE POSITION'S ORGANIZATIONAL SETTING AND MAJOR FUNCTIONS: Under supervision of the Program and Project Supervisor the incumbent will work in the Interconnection and Distribution Engineering Section. This section supports the work of the Commission on issues related to distribution and transmission system interconnection, planning, and technical support of policy goals. Work areas supported include, but are not limited to: smart inverters, integration of renewable generation, Distributed Energy Resource (DER) interconnection policies, smart meter/AMI deployment, distribution resource planning, and both physical- and cyber- security. The incumbent will consider diversity, equity, and inclusion in policy analysis, stakeholder engagement, and internal processes.		
% of time performing duties	Indicate the duties and responsibilities assigned to the position and the percentage of time spent on each. Group related tasks under the same percentage with the highest percentage first. (Use additional sheet if necessary)	
30%	ESSENTIAL FUNCTIONS: Under supervision of the Program and Project Supervisor, incumbent will be responsible for project coordination and technical work in the performance of varied and complex engineering research and analysis tasks involving electric distribution systems' interconnection policies, DER integration policy, and distribution automation and circuit protection systems. Incumbent will develop expertise in emergent technologies and policies as necessary. Incumbent will provide summaries and recommendations upon review of utility request for revenue requirements related to investment in new technologies and maintenance of existing infrastructure.	
30%	Monitor and support Interconnection (Rules 2,15,16, and 21) rulemakings and processes, including the development and incorporation of technical standards specifying advanced functionalities for inverters and communications protocols and processes governing the connectivity of Distributed Energy Resources (DER). Review interconnection and service delivery related infrastructure requests for usefulness and reasonableness in evaluating both revenue requirements and cost allocation affecting California ratepayers in General Rate Case requests. Review proposed tariff modifications in utilities' advice letter filings and recommend Energy Division or Commission approval, rejection or modification, as appropriate. Prepare draft resolutions or nonstandard disposition letters as appropriate.	
20%	Educate decision makers about technical aspects of utility operations, policies, and projects related to the interconnection of DERs. Review and comment on pending electric power related legislation. Write position papers on topics within, but not limited to, the areas listed in the above functional categories. Answer written and oral questions from the public on issues within the incumbent's experience. Convey complex information in a way that is readily understood by decision makers. Educate decision makers about technical aspects of utility operations, policies, and projects related to the interconnection of DERs. Review and comment on pending electric power related legislation.	

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<p>10%</p>	<p>Write position papers on topics within, but not limited to, the areas listed in the above functional categories. Answer written and oral questions from the public on issues within the incumbent's experience. Convey complex information in a way that is readily understood by decision makers.</p> <p>Process utility reports filed in compliance with Commission decisions. Respond to written and oral questions from the public on issues within the functional areas above. Utilize communication skills to foster consensus around technical topics among stakeholders. Provide assistance and support to other sections on related matters of expertise.</p>
<p>10%</p>	<p><u>MARGINAL FUNCTIONS:</u> Organize technical meetings and workshops on electric power related topics. Provide consultation to colleagues who do not have an engineering background on technical issues, such as power system operation, interpretation of general orders, characteristics of transmission and distribution lines.</p> <ul style="list-style-type: none"> • Perform other related job duties as required. • Coordinate with analysts in other sections or branches on related issues. • To the extent relevant to incumbent's work, assist the Commission with its implementation of the following cross-cutting efforts: Policy and program oversight work to ensure energy system is safe; Environmental and Social Justice Action Plan such that CPUC programs and decisions advance equity throughout the state; and Integrated Resource Planning to achieve the state's greenhouse gas goals at the least cost to ratepayers. • Safety: Work related to safety, including both policy and program oversight work to ensure the energy system is safe, and tasks related to the safety of the employee's work site.
	<p><u>KNOWLEDGE AND ABILITIES</u> <i>[From Class Specs]</i></p> <p>Knowledge of: Engineering fundamentals, terminology, and economics; materials and methods of engineering construction; engineering mathematics and computer application to engineering problem-solving; physical properties of transportation and stationary utilities and standards of safety, service, and reliability; trends, issues, State and Federal requirements, and basic court decisions affecting public utilities and transportation regulation.</p> <p>Ability to: Make engineering computations; analyze engineering data; reason logically, creatively, and utilize a variety of analytical approaches to resolve regulatory problems; develop and evaluate alternatives; communicate effectively; prepare reports, correspondence, safety oversight plans, and exhibits; consult with and advise administrators, decision-makers, or other interested parties on a broad range of subject-matter areas; gain and maintain the confidence and cooperation of those contacted during the course of work.</p> <p><u>WORK ENVIRONMENT, PHYSICAL OR MENTAL ABILITIES:</u></p> <ul style="list-style-type: none"> • Proficiency with communications-related technologies, including personal computer applications, telecommunication/videoconferencing equipment, Internet, voicemail, email, etc. • Occasional travel will be required within and outside the state of California to include evenings, weekends, or several days at a time.

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SUPERVISOR'S NAME (Print) Caitlin Pollock	SUPERVISOR'S SIGNATURE	DATE
EMPLOYEE'S STATEMENT: <i>I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT</i>		
The statements contained in this duty statement reflect general details as necessary to describe the principal functions of this job. It should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absence of relief, to equalize peak work periods or otherwise balance the workload.		
EMPLOYEE'S NAME (Print)	EMPLOYEE'S SIGNATURE	DATE