

DUTY STATEMENT**CALIFORNIA PUBLIC UTILITIES COMMISSION**

DIVISION Safety and Enforcement Division		EFFECTIVE DATE
BRANCH/SECTION Gas Safety and Reliability Branch/Regional 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 Regional Field Base - South (Report to Designated CPUC Office)
INCUMBENT (If known)		CURRENT POSITION NUMBER (Agency - Unit - Class - Serial) 680-435-3518-019
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 the supervision of the Senior Utilities Engineer Supervisor in the Gas Safety and Reliability Branch of the CPUC's Safety and Enforcement Division, incumbent performs technical investigations of complex issues involving utility systems and practices. Interpret and apply Federal and State pipeline safety regulations. Perform duties independently or jointly as described below.		
% 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. <i>(Use additional sheets if necessary)</i>	

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| 40% | Conduct construction and hydrostatic testing inspections and gas safety standard inspections of jurisdictional natural gas facilities in California and document findings in inspection reports. Perform construction inspection of Investor-Owned Utilities (IOU) that includes but not limited to conducting inspections of existing transmission pipelines for Material Verification and MAOP Reconfirmation, verifying pipeline material attributes, features, engineering design calculations, pipes and components specifications and other essential information, conducting a thorough review of construction data, run risk algorithm to risk rank and prioritize the projects for inspection. Conduct standard inspections, including but not limited to, review of written operations and maintenance plans, emergency response procedures, damage prevention programs, public awareness programs, operator qualification programs, and integrity management programs of jurisdictional gas operators, to ensure that the plans and procedures are developed and implemented in accordance with state and federal gas safety regulations. |
| 15% | Conduct specialized inspections and incident investigations of gas utility facilities. Enforce Federal and State Gas Pipeline Safety Codes. Lead special technical assignments and assist the Program and Project Supervisor (PPS) and Program Manager (PM) in developing procedures and guidelines for conducting audits, inspections, and incident investigations. |
| 15% | Participate in formal Commission proceedings and pipeline applications, special permit processes, Order Instituting Investigations, or Rulemakings (OIR). Such work will include preparing technical reports and exhibits and providing formal testimony, summarizing complex information for upper management, organizing, and conducting workshops on pipeline safety matters. |
| 5% | Perform other Safety Assurance activities as assigned by SUE Supervisor, PM or PPS. |
| 5% | Testimony before the California Public Utilities Commission as an expert witness or as an advisor to a decision-maker on natural gas related matters. |
| 5% | Coordinate major, long-term special projects related to natural gas pipeline systems regulated by the CPUC. |
| 5% | Testify before the National Transportation Safety Board, Federal and State courts, or other state and federal regulatory or judicial proceedings as an expert witness or primary technical representative for the CPUC. |
| 5% | Participate in enforcement proceedings against pipeline operators that are non-compliant with Commission General Order 112-F and the Public Utilities Code. Research and prepare data requests, interrogatories; interview witnesses, prepare testimony and testify as an expert witness in enforcement proceedings and other related gas safety issues. Prepare reports for the State Legislature on compliance issues and new legislation. Prepare written formal reports to be presented to CPUC's decision makers. |

MARGINAL FUNCTIONS:

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| 5% | Perform other work-related duties as required. |
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KNOWLEDGE AND ABILITIES [From Class Specs]

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.

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.

WORK ENVIRONMENT, PHYSICAL OR MENTAL ABILITIES:

- Attend in-office training and meetings for job-related work and professional growth.
- Required to travel on a frequent basis including overnight stays and on occasions, required to work unusual hours on short notice (up to 80%).
- Respond to incident sites within a reasonable time when dispatched during working days and hours or weekends.
- Occasionally, incumbents will be required to travel out of state to attend week-long or multiple-week-long training or conferences.
- Possession of a valid California Driver's License, C is required.
- Position subject to DMV Pull Notification.
- Dress appropriately for construction and maintenance environment, including use of Personal Protective Equipment (PPE).
- Safely conduct inspections in a construction environment with open trenches, unpaved surface/terrain (dusty, wet and dry), woody areas, loud noise caused by equipment and/or machinery used, etc.
- Climb in and out of underground structures and trenches.
- Drive long distances (as far as to the state border).
- Drive a four-wheel drive truck with long bed.
- Occasionally, required to work unusual hours, including weekends.
- Follow State travel guidelines for Audits, inspections, investigations, training, conference, etc.
- Able to withstand extreme weather and temperature conditions.

SUPERVISOR'S STATEMENT: ***I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE***

SUPERVISOR'S NAME (Print)

M. Mohammad Ali

SUPERVISOR'S SIGNATURE

DATE

EMPLOYEE'S STATEMENT: ***I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT***

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 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