



State of California
California Energy Commission
DUTY STATEMENT
CEC-004 (Revised 4/2024)

Classification: Electric Generation System Specialist I

Working Title: Distributed Energy Resource Specialist

Position Number: 535-810-4841-003/952

Division/Branch: Energy Assessments/Reliability Analysis – Distributed Energy Resources Unit

Collective Bargaining Identifier (CBID): R09

Work Week Group (WWG): 2

Date Approved: [HR Only]

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 direction of the Program and Project Supervisor in the Distributed Energy Resource Unit within the Energy Assessments Division (EAD), the incumbent independently performs at the full journeyman level varied, complex, technical, and analytical work on the topics of distributed energy resources (DERs) such as energy efficiency, demand flexibility, photovoltaic and storage systems, with including their impacts on grid reliability, affordability and decarbonization.

The EAD assesses California's electricity, natural gas, petroleum, and transportation systems and trends to provide information to the state's decision makers and the public. These assessments inform the development and implementation of energy policies that balance the need for adequate resources with economic, public health, safety, and environmental goals.

Essential Duties

30% **Technical Lead:** Serves as a project lead and technical writer for studies, reports, papers, and presentations on DERs and their impacts on grid reliability, affordability, and decarbonization. Organizes and contributes to the development of study scopes, analytical workplans, and report development. Works with a wide variety of technical analysts and experts to facilitate effective project planning, management, and communication, as well as foster robust public engagement. Tracks project progress, identifies barriers and limitations, suggests project alternatives, reports on progress and recommends adjustments as needed. Coordinates the development of project documentation and technical reports. Synthesizes and communicates complicated information in a simple consumer-friendly manner as a technical writer for various projects.

- 30% **Modeling:** Develops, maintains, and improves analytical tools and methodologies by applying sound statistics, economic, and engineering principles to analyze DERs and their impacts on grid reliability, affordability, and decarbonization. results, using databases, Excel spreadsheets, and other software and analytical tools. Creates and maintains documentation on the functionality and use of the analytical tools, ensuring other staff and stakeholders can use the tools to duplicate analyses performed.
- 20% **Energy Analysis:** Compiles and analyzes information collected by the California Energy Commission, other regulatory agencies, directs data requests and public data sources related to DERs and their impact on grid reliability, affordability, and decarbonization.
- 10% **Coordination and Outreach:** Monitors and, as requested by management, participates in agency proceedings and activities identified by management. Attends webinars and workshops. Review papers, proposals, and comments. Engages with agency staff and other participants as appropriate. Provides briefings and updates to the EAD, other divisions, the Executive Office, and Commissioners on various proceedings, the decisions being made, and the impact those decisions could have on distributed energy resources in California.

Marginal Duties

- 10% Performs 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 above 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.

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: _____



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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): Kadir Bedir

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