



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

Classification(s): Electric Generation System Specialist I

Working Title: Electric Generation System Specialist I

Position Number: 535-720-4841-004

Division/Branch or Office: Siting, Transmission and Environmental Protection/Clean Energy Infrastructure

Collective Bargaining Identifier (CBID): R09

Work Week Group (WWG): E

Date Approved: June 17, 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 direction of the Clean Energy Infrastructure Branch Supervisor, the Electric Generation System Specialist I will perform the most complex, sensitive, and responsible work, which requires, on a regular basis, a high level of knowledge, skill, and ability which is demonstrably well above the journey level. The incumbent will serve as a prime resource and act as a lead for the California Renewables Portfolio Standard (RPS) program, conducting technical analysis on renewable energy generation, grid operations, electricity markets and environmental impacts to the state.

The incumbent will provide expert guidance and policy analysis related to the eligibility and certification of the most complex renewable generation facilities and technology types. The incumbent will lead staff in completing activities and analysis associated with updates to the RPS Eligibility Guidebook, statewide policy coordination, statutory interpretations, legislative bill analyses and legislative proposals. The incumbent will serve as a primary point of contact for the RPS program, leading briefings, public workshops, delegations and cross-agency coordination.

Essential Duties

- 35% Lead in development of program recommendations for the future direction of the RPS program and report on the effectiveness of these recommendations for management and commissioners, including preparation of necessary analytical work to support recommended changes and presentation of information to the public through workshops. Analyze, oversee, and implement updates to the RPS Eligibility Guidebook based on market or legislative changes. Direct and oversee the analysis of public comment, summarize staff's recommendations, and hold briefings with the program's lead commissioner as needed. Lead analyses to ensure continued compliance of staff processes with California statute and the RPS Eligibility Guidebook.
- 25% Act as the technical lead for RPS certification activities. Lead the most complex analytical work related to the eligibility and certification of renewable generation technologies. Review and evaluate RPS certification applications as well as any request submitted to the Executive Director for program guideline conformity. Lead and mentor staff in the development of analysis, recommendations, and correspondence related to requests submitted pursuant to the RPS Eligibility Guidebook provisions. Serve as a team lead to conduct the most complex research, analysis, and reporting of technical and analytical work supporting the RPS.
- 25% Lead policy recommendations for the RPS program. Develop legislative bill analyses on current proposed legislation related to the RPS program, specifically on the eligibility of renewable resources. Evaluate technologies and legislation changes to inform policy decisions affecting program eligibility and potential impacts to the state, environment, energy markets and ratepayers. Coordinate with agencies and state leadership as needed to progress policies towards the goals of the RPS program including the broader clean energy goal of reaching 100% clean energy by 2045. Make recommendations both at the agency and state level towards policy improvements that furthers California's goals.
- 10% Act as a primary staff for outreach activities supporting RPS Certification efforts. Design electronic outreach materials; seek approval from management as needed; implement approved approaches; document all efforts completed; and develop plans for future activities. Work collaboratively with other units or programs to ensure consistency in outreach efforts. Develop and maintain collaborative relationships with federal, state, and local agencies, utilities, and private partners involved in renewable energy programs; and represent the Commission at meetings, conferences, and seminars.

Marginal Duties



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

Knowledge, Skills, and Abilities

Knowledge of: California Public Resources Code pertaining to energy conservation and development; design and operation of existing electrical generating facilities (nuclear, coal, oil, combustion, and hydro), advanced electrical generating technologies; environmental and economic aspects of various fuel types; generation expansion modeling techniques and approaches; electricity system planning and operation; power system economics alternative generation technologies and environmental consequences of generation facility construction and operation.

Ability to: Evaluate alternative generation methods; develop viable resource plans and supply mix strategies; analyze environmental and economic impacts; evaluate utility proposed resource plans for compatibility with electrical demand forecast; design and use mathematical modeling techniques for use in generation system planning; develop and present oral and written testimony in resource planning and environmental impacts; analyze energy and electricity data and develop technical information both orally and in writing; consult with and advise Office Managers, Division Administrators and Commissioners on a wide variety of electric generation system planning subject-matter areas; coordinate the work of others; act as a team or conference leader; departmental and State of California affirmative action and upward mobility programs and goals.

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. 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: _____

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): Yoseph Saeed

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