

JOB DESCRIPTION AND POSITION CLASSIFICATION

CLASSIFICATION Associate Hydroelectric Power Utility Engineer		DWR POSITION NUMBER 0180-3675-XXX	SAP POSITION NUMBER 50099255	MCR 1
APPOINTEE Vacant		SAP PERSONNEL NO. TBD	DIVISION/SECTION Executive/SWEO/Project Dev Section	
COLLECTIVE BARGAINING IDENTIFIER				
<input type="checkbox"/> Management Related BU:	<input type="checkbox"/> Supervisory Related BU:	<input type="checkbox"/> Confidential Related BU:	<input checked="" type="checkbox"/> Rank and File BU: R09	
RESPONSIBILITIES EXERCISED <input type="checkbox"/> Supervisory <input type="checkbox"/> Lead Person		IMMEDIATE SUPERVISOR (Print) Arslan Sabir	SUPERVISOR'S CLASSIFICATION Supervising HEPU Engineer	
APPROVED BY (Personnel Analyst's Name) Kimberly Balbuena			DATE 7/1/26	
<i>Percent of Time</i>	<i>Activity</i>			
35%	<p>POSITION SUMMARY Under direction of the Project Development Section Manager, the incumbent is responsible for conducting assignments related to the operations and maintenance, installation, construction, and design analysis of major electrical and electromechanical systems for large generators and power distribution systems. Work may involve construction inspection, contract administration, and project management support for work on State Power Augmentation Program (SPAP), Electricity Supply Strategic Reliability Reserve Program (ESSRRP)[GM3.1] and other programs under Statewide Energy Office (SWEO). Support technical reviews and provide recommendations to SWEO Management and related coordination with State and local agencies. In addition, the incumbent will help develop policies and standards for operations and maintenance consistent with Original Equipment Manufacturer (OEM) recommendation and site procedures. Support future site comprehensive assessments for practicality and feasibility for additional generation capability.</p> <p>ESSENTIAL FUNCTIONS This position requires that the incumbent work cooperatively with others; maintain regular, consistent, and predictable attendance; analyze data and event reports accurately; exercise good judgment; communicate effectively verbally and in writing; work proactively to analyze data and event reports and take effective action to support completion of projects on time and within budget; establish and maintain cooperative working relationships with other participants, clients, and DWR's Management. The specific essential duties include, but are not limited to the following:</p> <p>Provide contract, installation, and construction management support for new and existing generation facilities as a DWR Site Engineer representative, including travel to project and construction sites to support field activities, inspections, coordination, and project oversight. Review and provide input to contracted workload projections, contract administration, and project schedules. Develop and write Statements of Work, Letter of Authorization, project specifications, O&M plans, and energy services compliance project plans. Support the review and management of Regulatory Compliance policies procedures with Site Owners to ensure the installed generators</p>			
SUPERVISOR'S STATEMENT:		I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.		
SUPERVISOR'S NAME (Print) Arslan Sabir		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.		
EMPLOYEE'S NAME (Print)		EMPLOYEE'S SIGNATURE ➤	DATE	

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35%	<p>meet the California Independent System Operator (CAISO) and California Energy Commission (CEC) capacity and energy supply needs. Work with Site Owners and O&M providers to ensure compliance with NERC standards. Assist management with validating and approving contractor invoices.</p> <p>Participate in site feasibility analysis, contract negotiations, procurement negotiations, and selection prioritization. Review technical reports, specifications, drawings, contractor submittals for all new construction, construction support, and start-up of projects to ensure compliance of permits to construct and/or operate in a safe manner related to State assets such as gas-fired generators with emission controls or other renewable energy storage technologies. Travel to project sites and provide oversight to ensure a QA/QC (Quality Assurance and Quality Control) Plan is developed for projects including quality control inspections of material, equipment during fabrication and assembly operations at manufacturer facilities or at the field construction site. Support shop and field inspections and provide technical support for installations, testing, start-up, and commissioning, which may require travel and extended stay at the job sites. Develop technical reports, prepare meeting notes, draft memos notifying Supervisor and SWEO Management of risks related to SWEO's generation facilities.</p>		
20%	<p>Provide technical support in the procurement, development, and implementation of California's water-energy storage initiatives critical to meeting the State's renewable energy and climate resiliency goals. Utilize strong technical knowledge and skills to effectively support and implement the statewide water-energy initiatives and climate resiliency goals.</p>		
10%	<p>Support the Subject Matter Expert (SME) and DWR representative to Federal Energy Regulatory Commission (FERC), North American Electric Reliability Corporation (NERC), and Western Electricity Coordinating Council (WECC) for assigned sites. Track new and upcoming NERC Reliability Standards relating to generation facilities for the Statewide Energy Office and coordinate with Site Owners. Develop and maintain a high-level of knowledge of NERC Standards and assist SWEO Management and site owners with all aspects of NERC Compliance related to electrical/mechanical systems, such as Annual Certifications, Reliability Standard Audit Worksheets (RSAWs), Data Requests, Notice of Alleged Violation (NOAV) responses, and settlement negotiations with WECC, NERC, and FERC.</p> <p>OTHER RESPONSIBILITIES</p> <p>This position provides necessary support to the Divisions of Flood Management, Safety of Dams, Operations and Maintenance, Engineering, and/or the Public Affairs Office during Governor declared emergencies, flood, dam, SWP, and other incidents and emergencies. Additionally, this position may participate in emergency operations in the capacity of area teams, field inspection, coordination, and assist agencies such as Cal OES and FEMA in disaster work, including performing fieldwork to complete damage survey reports for droughts, flooding, earthquakes, and other emergencies. This position may also serve in one of the sections as established in the</p>		

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	<p>Incident Command System to assist the Department in performing its emergency preparedness, response, recovery, and mitigation functions. These functions are established in the California State Emergency Plan and the Department's Administrative Orders.</p> <p>KNOWLEDGE, SKILLS, AND ABILITIES A broad working knowledge of engineering fundamentals. Knowledge of applicable codes, safety orders and regulations governing the design, installation, and testing of electrical systems and equipment. Knowledge of the industry standards and processes for manufacturing electrical systems and equipment used in gas-fired and hydroelectric power generating plants. Stay informed on current and emerging technologies that support renewable power generation and long duration fuel or energy storage.</p> <p>Strength and ability to move objects up to 25 pounds; ability and stamina to bend, stoop, kneel, and crawl; climb stairs and uneven (sometimes steep) slopes; mobility to walk unassisted throughout a field and Utility Power environment; and ability to operate computers. Must be able and willing and able to work in adverse weather conditions such as extreme hot or cold and work well with others. Must follow established safety procedures inherent to the job.</p> <p>SPECIAL REQUIREMENTS Must be willing to work outside of normal business hours on occasion, travel, and stay overnight in various locations throughout the State of California. Must possess a valid California driver's license to drive a personal or State vehicle on public or private roadways. Field inspections may require travel via air travel or other means of transportation. Work may require driving a vehicle on public roadways and/or uneven terrain to remote areas. Employee is required to successfully complete all trainings related to the functions of the job.</p> <p>All employees are responsible for contributing to an inclusive, safe, and secure work environment that values diverse cultures, perspectives, and experiences, and is free from discrimination.</p> <p>The Department of Water Resources is committed to its mission and employees, and we are grounded in our commitment to public safety. Regular, consistent, and predictable attendance is essential to the successful performance in this position.</p>		