

DUTY STATEMENT

CALIFORNIA PUBLIC UTILITIES COMMISSION

DIVISION Safety and Enforcement Division		EFFECTIVE DATE
BRANCH/SECTION Wildfire Safety and Enforcement Branch		CLASS TITLE Senior Utilities Engineer (Specialist)
WORKING DAYS AND WORKING HOURS Monday through Friday 8:00 a.m. to 5:00 p.m.		PHYSICAL WORK LOCATION Sacramento, Will Consider San Francisco
INCUMBENT (if known)		CURRENT POSITION NUMBER (Agency - Unit - Class - Serial) 680-447-3510-002
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 general direction of a Program and Project Supervisor, the Senior Utilities Engineer (Specialist) [SUE(Spec)] is responsible for exercising Commission oversight of wildfire safety matters concerning electric and communication facilities including, but not limited to, wildfire safety regulations and guidelines, and enforcement of the requirements of applicable Commission General Orders and Decisions. The SUE(Spec) serves in a staff and sometimes in a lead capacity.		
% 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 sheet if necessary)</i>	
30%	<u>ESSENTIAL FUNCTIONS:</u> Plans, coordinate, conduct, and/or oversee tasks related to wildfire safety and enforcement proceedings (e.g. rulemakings, investigations, rate cases, etc.), including receive, review, and process filings, comments, and discovery requests; plan, coordinate, and conduct technical workshops; and plan, oversee, and produce analytical reports and appropriate policy recommendations. Take a lead role in establishment of Commission processes and procedures related to wildfire safety regulations and guidelines. Assess whether Commission General Orders and Decisions and/or other regulations should be modified regarding wildfire mitigation requirements.	
20%	Provide coordination and support leading up to and through the completion of de-energization events, including facilitating the transference of notifications and status updates, establishment of contact with utility Emergency Operations Center designated points of contact, and receipt, review, and analysis of de-energization event related filings.	
20%	Work with consultants, the California Department of Forestry and Fire Prevention (CAL FIRE), other state and federal agencies, and other fire and climatology experts, to identify physical and environmental conditions associated with the potential for utility-associated wildfires. Assess mitigation measures, industry best practices, environmental conditions and their impacts on wildfire ignition and spread. Evaluate wildfire risks, mitigation strategies, and climatological and other factors that may be unique to a particular service territory.	
10%	Lead investigations of wildfire and de-energization related accidents and service interruptions electric transmission and distribution systems, communication systems, and electric generating facilities. Evaluate the companies' compliance with applicable wildfire safety regulations. Review electric utility compliance reports, and development of analysis reports and appropriate enforcement action recommendations for the Commission.	
10%	Conduct incident investigations involving technically challenging issues. Identify violations of Commission General Orders or other regulatory requirements, and draft enforcement documents. Lead inspections to determine utilities' compliance with wildfire safety regulations and guidelines. Review the annual fire prevention and emergency response plans submitted by electric utilities for compliance with General Order 166 requirements.	

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5%	Work on complex engineering and policy issues involving safety and reliability of electric and communication facilities. Participate in Commission hearings and represent the Commission before federal, state, and local agencies as well as the Legislature as a subject matter expert. Provide presentations to and respond to inquiries from management, industry groups, government representatives, and the media. Prepare correspondence, reports, and surveys; prepare testimony and serve as an expert witness before formal Commission hearings.
5%	<u>MARGINAL FUNCTIONS:</u> Other work-related duties as required. <u>KNOWLEDGE AND ABILITIES</u> <i>[From Class Specs]</i> Knowledge of: California Public Utilities Code and General Orders; trends, issues, State and Federal requirements and basic court decisions affecting public utilities and transportation regulation; traditional rate-making procedures based on the evaluation and analysis of transportation or stationary utility properties including the development of inventories, depreciation, unit costs, taxes, rate base, revenues, expenses, and rate of return/operating ratios as well as performance-based and incentive rate-making mechanisms; financial structure and prescribed accounting classifications; engineering terminology, fundamentals, mathematics, and economics; physical properties of transportation or stationary utilities and standards of service, reliability, and safety; materials and methods of engineering construction; engineering mathematics; procedures of conducting hearings before the California Public Utilities Commission and other regulatory agencies. Ability to: Establish and maintain project priorities; reason logically and creatively; develop and evaluate alternatives; analyze data and perform research work; analyze situations accurately and take effective action; communicate and negotiate effectively; prepare reports, correspondence, safety oversight plans, and exhibits; translate engineering calculations and analyses into concepts usable by decision-makers; testify on results of completed studies; consult with and advise administrators, decision-makers, and other interested parties on a broad range of subject-matter areas; serve as a lead person; gain and maintain the confidence and cooperation of those contacted during the course of work. <u>WORK ENVIRONMENT, PHYSICAL OR MENTAL ABILITIES:</u> • Proficiency with communications-related technologies, including personal computer applications, telecommunications equipment, Internet, voicemail, email, etc. • Occasionally required to work unusual hours that may include evenings or weekends. • Possession of a valid California Driver's License, Class C is required. Ability to drive in the State of California in a rented, personal, or state-owned vehicle. Occasional travel may include overnights, several days, and long distances (as far as the state borders). • Safely conduct field investigations and meetings in hazardous environments, including rough terrain, weather extremes, loud noise, proximity to moving trains and equipment, etc. • Dress appropriately for working in the field, including proper use of Personal Protection Equipment. • Must possess a Professional Engineer License.

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SUPERVISOR'S STATEMENT: <i>I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE</i>		
SUPERVISOR'S NAME (Print) Nathan Sarina	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