

JOB DESCRIPTION AND POSITION CLASSIFICATION

CLASSIFICATION Senior HEP Utility Engineer (Supervisor)		DWR POSITION NUMBER 2821-3673-592	SAP POSITION NUMBER 50026954	MCR 1
APPOINTEE Vacant		SAP PERSONNEL NO. TBD	DIVISION/SECTION O&M/ADM POM/PSPCB/PPS/Power Resources Unit	
COLLECTIVE BARGAINING IDENTIFIER Management Related BU: ☐ Supervisory Related BU: ☒ S09 Confidential Related BU: ☐ Rank and File BU: ☐				
RESPONSIBILITIES EXERCISED ☒ Supervisory ☐ Lead Person		IMMEDIATE SUPERVISOR (Print) Sara Larson	SUPERVISOR'S CLASSIFICATION Supervising HEP Utility Engineer	
APPROVED BY (Personnel Analyst's Name) Taylor Marshall			DATE 8/14/2026	
<i>Percent of Time</i>	<i>Activity</i>			
	POSITION SUMMARY Under general direction of the Power Planning Section Manager, this position serves as the Power Resources Unit Manager with responsibilities that include leading and coordinating CDWR's preparation of an integrated resource plan for the State Water Project (SWP); leading and coordinating the development of a SWP energy portfolio policy for procurement and operations of generation resources; monitoring and participating in statewide energy planning and resource policy forums, which may require travel; and performing SWP operations studies to find optimal strategies that will promote affordable and stable energy costs of SWP water deliveries.			
	ESSENTIAL FUNCTIONS This position requires the incumbent to work cooperatively with others; maintain regular, consistent, predictable attendance; exercise sound judgment; and adhere to CDWR key employee policies. The specific duties are:			
40%	Supervise, manage, and direct the work of staff in the preparation of an Integrated Resource Plan (IRP). The IRP will comprise of investigating and analyzing existing SWP energy supply and demand, and operational profiles based on State water contract water delivery obligations and availability, an assessment of State and Federal energy policy impacts to the SWP energy portfolio, operations, and resource procurement strategies meant to meet long-term SWP energy and policy needs.			
25%	Plan, lead, organize, and control the staff and activities of the Unit in order to develop and maintain a highly skilled professional staff to meet the CDWR's mission through: leading by example, assigning and distributing work, monitoring and evaluating performance, preparing annual A&D reports, determining training needs and approving training requests, implementing the three phases of progressive discipline, verifying and approving employee's attendance and leave requests, interviewing and hiring qualified employees, understanding employee's rights with regards to labor relations.			
SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.				
SUPERVISOR'S NAME (Print) Sara Larson		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) Vacant		EMPLOYEE'S SIGNATURE ➤		DATE

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25%	Supervise, manage, and direct the work of staff in the preparation of qualitative and quantitative SWP operations optimization studies utilizing both models of the SWP, such as CALSIM, and models of California energy market pricing and operational dynamics, to test and validate strategies that would help DWR to meet its energy policy objectives, and promote affordable and stable energy cost for the SWP water deliveries.			
10%	Monitor, participate, and represent the Department in statewide energy planning and resource policy forums. Duties may require the use of a personal or state vehicle to travel on public roadways to attend meetings and trainings. KNOWLEDGE, SKILLS, & ABILITIES Incumbent must be able to utilize computers effectively to analyze extensive amounts of data/information accurately under tight time constraints; communicate effectively, both orally and in writing; able to work with stakeholder groups to build consensus solutions; and attend meetings without a break for extended periods. SPECIAL REQUIREMENTS: Incumbent must be willing to travel by plane and/or by car, stay overnight in various locations throughout the State of California, and on occasion, out-of-state, which may require work outside of normal business hours. 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. 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. Under the provisions of the North American Electric Reliability Corporation Critical Infrastructure Protection Standard CIP-004 as part of the Energy Policy of 2005, this position has authorized cyber access to or unescorted physical access around critical cyber assets and is subject to a satisfactory background check prior to appointment and every seven years thereafter. FINANCIAL DISCLOSURE REQUIREMENT This position is covered in the Political Reform Act and requires financial disclosure within 30 days of the first and last day physically worked in a covered position and annually by April 1st.			

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	OTHER RESPOSIBILITIES 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 the California Office of Emergency Services and the Federal Emergency Management Administration 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 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.			