

JOB DESCRIPTION AND POSITION CLASSIFICATION

CLASSIFICATION Senior Hydroelectric Power Utility Engineer (Sup)		DWR POSITION NUMBER 1220-3673-591	SAP POSITION NUMBER 50010811	MCR 1
APPOINTEE Vacant		SAP PERSONNEL NO. TBD	DIVISION/SECTION CEBO/IOU Remittance Section	
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) Jesse Cason, Jr.	SUPERVISOR'S CLASSIFICATION Supervising HEP Utility Engineer	
APPROVED BY (Personnel Analyst's Name) Tammy Geer			DATE 8/27/2026	
<i>Percent of Time</i>	<i>Activity</i>			
30%	POSITION SUMMARY Under the general direction of the Manager for California Energy Bond Office (CEBO), the incumbent plans, leads, organizes, and controls the activities of staff in the Investor-Owned Utilities (IOU) Remittance Section. The IOU Remittance Section is responsible for managing the collections, validation, reporting, and analysis of Wildfire Nonbypassable Charges (NBC), approximately \$902.4 million annually, imposed on IOUs ratepayers' energy usage. Maintain relationships with representatives from each IOU. Manage data requests, at least annually, to the IOUs and maintain a model with forecasted and actual energy usage and financial data of ratepayers for forecasting collections of NBCs, a dollar per megawatt-hour rate. Participate in rulemaking proceedings before the California Public Utilities Commission (CPUC) and develop, amend, and administer utility agreements and procedures associated with the Department of Water Resources (DWR) authority under Assembly Bill 1054 (AB 1054), Assembly Bill 1X (AB 1X), and other related legislation. ESSENTIAL FUNCTIONS This position requires the incumbent to maintain regular, consistent, and predictable attendance, exercise good judgment, maintain confidentiality, communicate effectively both verbally and in writing, work cooperatively with staff and management within CEBO and throughout DWR, and establish and maintain effective public relations with staff of the IOUs, CPUC, and other government and financial organizations. The specific essential duties include, but are not limited to the following: Manage the collections, validation, reporting, and analysis of Wildfire NBCs, approximately \$902.4 million annually, imposed on IOUs ratepayers' energy usage. Utilizing the IOUs' forecasted and actual retail energy sales by customer class, such as Bundled, Direct Access, Community Choice Aggregation and Departing Load, and approved CPUC electricity rates, perform forecasting and tracking of revenues. Lead the design, development, and maintenance of complex engineering models, metrics, databases, and reporting tools, utilizing energy and financial data to ensure revenue sufficiency and support rulemaking proceedings before the CPUC. Manage data requests, at least annually, to the IOUs, including confidential forecasted retail energy sales.			
SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.				
SUPERVISOR'S NAME (Print) Jesse Cason Jr.		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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Vacant		TBD	CEBO/IOU Remittance Section	
Percent of Time	Activity			
20%	Plan, lead, organize, and control activities of the IOU Remittance Section in order to develop and maintain a highly skilled professional staff to meet the Office’s mission through: assigning and distributing work, monitoring and evaluating performance, preparing annual Appraisal & Development reports, determining training needs, and recommending approval of training requests, performance management, verifying and approving employee’s attendance and leave requests, interviewing and hiring qualified employees, understanding employees’ rights with regards to labor relations, and leading by example.			
15%	Assist in the preparation of regulatory filings and exhibits for presentation to the CPUC. Represent the Department in meetings and public proceedings before the CPUC. Manage the preparation and presentation of monthly energy and financial operating reports for DWR management, CPUC, the California Earthquake Authority (CEA), IOUs, and other interested parties. Oversee the tracking and validation of daily energy remittances to DWR from the IOUs. Coordinate with staff within DWR and the IOUs to resolve any disputes. Synthesize and communicate, verbally and in writing, complicated engineering information in a simple user-friendly manner.			
15%	Oversee staff in analyzing and validating the IOUs’ electric advice letters and tariffs to ensure compliance with CPUC regulatory decisions. Oversee the development of presentations that include complex engineering and economic studies, reports, and metrics. Administer, prepare, and amend utility agreements and ensure compliance with energy legislation and regulatory orders. Keep up to date with changes to energy legislation, energy markets, Federal and State energy regulation, and the municipal bond market for possible impacts to CEBO’s programs. Manage staff to ensure compliance with energy legislation, regulatory orders, utility agreements, and Government Code in preparing CEBO’s annual budget, financial statements, tracking actual expenses and revenues, drafting and soliciting contracts, reviewing invoices for payment, and calculating disbursements of funds.			
10%	Lead the development and documentation of complex engineering processes and training materials. Perform review and analysis of proposals for bond issuances, refunding and refinancing. Participate in bond issuances and management of ongoing debt service of bonds, to include preparing and administering Rate Agreements with the CPUC, servicing and operating agreements and orders with IOUs, and trust indentures and official statements for bond issuances. Maintain relationships and coordinate with management, engineers, legal counsel, analysts, and fiscal staff within DWR, CPUC, the CEA, IOUs, State Controller’s Office, State Treasurer’s Office, and Department of Finance as it pertains to CEBO’s programs.			
10%	Assist with managing the winddown of the Electric Power Fund program. Support litigation and settlement negotiations of power contracts. Lead engineering research, studies, report writing, and presentations on the energy sector, changes in the power market, legislative analysis, and industry best practices. Assist members of the public with inquiries and respond to Public Records Act requests. This position includes daily and overnight travel for meetings, training, and conferences, and acting for the office manager.			

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	OTHER RESPONSIBILITIES 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 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. SPECIAL REQUIREMENTS: Incumbent must have a valid California Class C license, be available on occasion to work outside of normal business hours, travel by plane and stay overnight in various locations throughout the State of California and out-of-state. 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, and attend meetings without a break for extended periods. All employees are responsible for contributing to an inclusive, safe, and secure work environment that values diverse cultures, perspectives, and experiences, that 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. FINANCIAL DISCLOSURE: 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.			