



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

Classification(s): Energy Analyst

Working Title: Land Use and Public Services Analyst

Position Number: 535-760-5837-001

Division/Branch or Office: Siting and Environmental Protection Division / Siting and Environmental Branch / Land Use and Public Services Unit

Collective Bargaining Identifier (CBID): R10

Work Week Group (WWG): 2

Date Approved: September 22, 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 general direction of the Program and Project Supervisor of the Land Use and Public Services Unit, the Energy Analyst (EA) serves as part of an interdisciplinary team to assist in the planning and implementation of the California Energy Commission's Siting, Transmission, and Environmental Protection (STEP) Division's programs. The EA performs a wide variety of consultative and analytical tasks related to the certification, environmental review, and compliance verification of complex energy facility projects, as well as policy and planning studies conducted under the Warren-Alquist Act and the California Environmental Quality Act (CEQA).

The EA provides technical analyses in the resource areas of land use (including agricultural and forestry resources), socioeconomics (including population and housing, public services, and recreation), transportation, and visual resources (aesthetics). The incumbent performs moderately complex tasks independently and assists lead staff with more difficult and complex projects.

Essential Duties

30% **Technical Analysis:** Assist and support lead staff and supervisor by identifying, describing, and analyzing issues related to land use (including agricultural and forestry resources),

socioeconomics (including population and housing, public services, and recreation), transportation, and visual resources (aesthetics). Work with staff to formulate and develop solutions to difficult and controversial issues on a wide range of projects.

- 20% **Environmental Deliverables and Recommendations:** Prepare environmental impact assessments and technical sections according to CEQA and the Warren-Alquist Act (e.g., sections within initial studies, environmental impact reports, and CEC reports). Contribute analyses in the areas of land use, socioeconomics, transportation, and visual resources for power plant applications for certification, small power plant exemptions, Opt-In certification, and other CEC reports.
- 20% **Compliance Monitoring:** Evaluate power plant compliance with conditions of certification. Review, analyze, and develop recommendations on power plant amendments and project changes to previously approved applications.
- 10% **Stakeholder Engagement:** Coordinate and work with federal, state, regional, and local governments; environmental organizations and universities; special interest groups; and members of the general public to ensure their input into CEC programs. Facilitate information exchange, evaluate stakeholder concerns, and incorporate relevant input into environmental analyses.
- 10% **Research and Site Visits:** Evaluate existing and proposed laws, ordinances, regulations, standards, and policies pertinent to land use, socioeconomics, transportation, and visual resources. Assist in conducting scientific research on existing and emerging energy technologies and infrastructure to evaluate potential impacts to land use, socioeconomics, transportation, and visual resources. Conduct site visits as needed.
- 5% **Public Information:** Assists in responding to requests for assistance and information from the public on programs and technologies relating to STEP.

Marginal Duties

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

Knowledge, Skills, and Abilities

Knowledge of: Principles, practices, trends, and terminology of energy programs; governmental functions and organizations.

Ability to: Reason logically and creatively and utilize a variety of analytical techniques to resolve energy problems; develop and evaluate alternatives; analyze data and present ideas and information effectively both orally and in writing, consult with and advise administrators or other interested parties on a wide variety of subject matter areas; gain and maintain the confidence and cooperation of those contacted during the course of work.



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

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): Eric Knight

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