STATE OF CALIFORNIA - STATE LANDS COMMISSION
POSITION DUTY STATEMENT
SLC 316 (05/2026)

☐ CURRENT
☑ PROPOSED

In all job functions, employees are responsible for creating an inclusive, safe, and secure work environment that values diverse cultures, perspectives and experiences, and is free from discrimination. Employees are expected to provide all members of the public equitable services and treatment, collaborate with underserved communities and tribal governments, and work toward improving outcomes for all Californians.

All forms must be approved by Human Resources before employee or supervisor sign.

EMPLOYEE NAME:	SUPERVISOR NAME: Kendra Oliver
CLASSIFICATION TITLE: Senior Engineer, Petroleum Structures (Specialist)	WORKING TITLE: Senior Engineer
POSITION NUMBER: 304-580-7929-XXX	DIVISION/UNIT: MEPD/Engineering
CBID: R09	OFFICE LOCATION: Long Beach
TENURE: ☐ Permanent ☐ Limited Term ☑ TAU ☐ Retired Annuitant ☐ CEA	TIMEBASE: ☑ Full Time ☐ Part Time ☐ Intermittent
CONFLICT OF INTEREST FILER: ☑ YES ☐ NO	DRIVING RECORD REQUIRED: ☑ YES ☐ NO
PROBATIONARY PERIOD: ☐ 6 Months ☑ 12 Months ☐ N/A	☑ APPOINTMENT DATE OR ☐ REVISION DATE:
HR ANALYST APPROVAL: ☑ YES	HR ANALYST SIGNATURE: Austin Johnson DATE: 10/30/2026

POSITION DESCRIPTION:

Under the general supervision of the Marine Environmental Protection Division (MEPD) Supervising Mineral Resources Engineer, the Senior Engineer performs difficult engineering work regarding Marine Oil Terminals (MOTs) and other facilities located on or adjacent to State lands or waters, with a primary focus on enforcement of the MOT Engineering and Maintenance Standards (MOTEMS) or California Building Code, Chapter 31F. The incumbent will use advanced technical expertise and evolved judgment to resolve complex engineering problems; take a lead role in correspondence and communications for engineering matters; broadly implement MEPD regulations; provide extensive engineering guidance to the regulated community; perform their own engineering work and check that other engineering work is performed using sound engineering principles and practices; demonstrate an understanding of organizational goals and priorities; fully comply with administrative policies, regulations, and procedures when performing job operations. This position is required to have a valid CA driver's license and operate a vehicle on official State business.

SUPERVISION EXERCISED (If applicable) AND SUPERVISION RECEIVED:

Supervision received from the MEPD Supervising Mineral Resources Engineer. May receive direction from the MEPD Division Chief and Assistant Division Chief. May receive technical oversight and guidance from the Senior Engineer, Petroleum Structures (Specialist) serving in a lead capacity. May serve as a lead engineer over other engineering staff, when requested. May provide technical oversight and guidance to lower level engineering staff.

No supervision exercised.

ESSENTIAL JOB FUNCTIONS:

This position requires willing acceptance of work assignments, professional communication skills, collaboration as a team player to achieve workplace goals, following of proper instructions, use of technical knowledge, application of skills needed to produce a product or service of good quality in a timely and responsive manner, and work toward the long-term benefit of the entire organization. The incumbent will ensure aptness and consistency of engineering assessments and proper implementation of engineering regulations across their work.

40% Perform difficult technical reviews of multidisciplinary engineering projects related to, but not limited to, civil/structural, seismic, geotechnical, pipeline, mooring and berthing, risk and hazard assessment, and facility engineering work associated with audits, inspections, designs, rehabilitation, repairs, construction and maintenance projects for existing and new MOTs and other facility structures, equipment, components, and systems subject to MOTEMS and other technical standards. Demonstrate proficiency in and effectively use computer application software, such as linear/non-linear structural finite element, structural/geotechnical evaluation, mooring analysis, and pipe stress analysis programs to complete project reviews and perform independent verification. Review, understand, and use complex database application software for the storage, retrieval, and indexing of various engineering data. Perform independent calculations and verification of multidisciplinary engineering analyses using industry engineering codes, standards, and guidelines using manual, computer-aided, or software methods, as needed. Review and provide technical recommendations and decisions for MOTEMS audit reports, structural, mechanical, and electrical inspection reports, and MOTEMS implementation for regulatory compliance. Evaluate and provide input to upper management on engineering staff work performance for annual reviews. Provide acceptability recommendations and make informed decisions as to the fitness-for-purpose from an engineering standpoint of specific facilities, structures and nonstructural systems and components. Lead the initiation, review, and decision-making processes regarding MOT post-event technical assessments following a potentially damage-causing event, such as a natural or man-made hazard event. Lead the review and decision-making processes on alternatives requests to MOTEMS, Article 5.5, and other regulations. Lead the review and decision-making processes on MOT Operations Manuals for regulatory compliance. Understand and apply MEPD regulatory standards and established precedents consistently when reviewing submitted engineering analyses, designs, alternative requests, and related technical documents, rendering consistent recommendations and conclusions to guide enforcement decisions. Aid in establishing precedents and ensure consistent decisions are enforced.

15% Serve as a point of contact on engineering matters such as projects at MOTs and other facilities, regulatory rulemaking processes, and engineering research, as needed. Provide advice and guidance on the MOTEMS and Article 5.5 programs and other engineering issues through management of external communications such as calls, emails and letters, and coordinating meetings with MOT and facilities owner/operators, contractors, consultants, and other agencies.

10% Lead engineering staff in the review and approval of proposed enhancements and revisions to MOTEMS, Article 5.5, and other technical standards and guidelines. Confer with peer engineers to further develop and refine MEPD regulatory standards. Direct and evaluate research projects associated with resolving complex technical issues and assess their applicability to MOTs. Publish technical papers associated with research for historical reference and regulatory changes.

10% Participate in meetings for engineering matters such as technical discussions, rulemaking processes, research, and working groups, when requested.

10% Take a lead role in correspondence and communications, including interfacing with Commission staff in other groups and divisions, MOT owners/operators, contractors, consultants, and other agencies regarding engineering issues. Prepare and coordinate formal correspondence for issuance by Commission staff and management, including but not limited to, meeting minutes, memoranda, and letters. Sign and issue external correspondence letters on behalf of the MEPD Engineering Branch when designated as the Lead Engineer in Responsible Charge or when delegated such authority by the Division Chief or Assistant Division Chief.

5% Participate in field activities at MOTs and other facilities such compiling notes, photos and findings during audits, inspections, construction, demolition, and decommissioning to provide formal recommendations, conclusions, and decisions, as needed.

MARGINAL JOB FUNCTIONS:

5% Review and provide recommendations for CEQA (California Environmental Quality Act) and Commission leasing documents for MOTs and other facilities, such as in support of Commission leases, when requested. Provide recommendations on engineering matters and project management oversight in support of Commission leases and special projects, such as project siting, feasibility studies, design and evaluation, construction, modification, demolition, and decommissioning.

5% Participate in industry and academic research programs and committees and attend technical conferences, seminars, and courses for professional development and collaboration, including potential preparation and delivery of technical presentations, directing research projects, and publication of papers. Perform other duties, as assigned.

WORKING CONDITIONS:

Core business hours of _____ to _____	☑ Transport items weighing up to 25 pounds
☑ Sit ☑ bend ☑ stoop ☑ stand while working	☑ Appropriate business attire required
☑ Daily use of standard office equipment	☑ Occasional overnight travel
☑ Temperature controlled office with artificial light	☑ Occasional mandatory overtime
Drive as an essential function of the position: ☑ Yes	☐ No

OTHER (list all other working conditions):

- Work under pressure to meet deadlines.
- Operate a state provided or approved vehicle, on-road or off-road, to travel to sites on official state business; must have a valid CA driver's license.
- Ability to travel by airplane to inspect and evaluate marine terminals and other facilities located on or adjacent to State lands or waters or to participate in other activities.
- Proper use and maintenance of personal protective equipment for field activities.

DESIRABLE QUALIFICATIONS:

Ability to execute assigned responsibilities	Ability to interact in a courteous and professional manner
Ability to understand and follow directions	Ability to work independently and as part of a team

OTHER (list all other desirable qualifications)

- Registered Professional Engineer with advanced engineering credentials.
- Possess advanced and multidisciplinary engineering skills and experience related to civil/structural, seismic, geotechnical, marine, electrical, mechanical, pipeline, fire protection, mooring, berthing, passing vessel, audits, inspections, process safety, risk and hazard assessment, and facility engineering in the petroleum and marine industries, including MOTs and Liquefied Natural Gas (LNG) terminals.
- Ability to complete technical investigations and make sound engineering decisions including recommendations requiring upgrades/rehabilitation of MOTs and marine facilities.
- Ability to present a rational case on whether a facility is fit-for-purpose and should remain operational.
- Ability to multi-task and work in a fast-paced office environment.
- Ability to communicate effectively, both verbally and in writing.
- Ability to complete all projects on time, within budget, and within the required technical scope.
- Ability to coordinate, provide oversight to, and lead highly specialized engineers to enforce the MOTEMS and other technical standards.

Tasks identified in this duty statement reflect the anticipated general functions of the position and should not be considered an all-inclusive list of responsibilities.

I have read and understand the duties listed above and can perform them with or without reasonable accommodation. * (If you believe reasonable accommodation is necessary, please contact EEO@slc.ca.gov immediately.) ***A Reasonable Accommodation is any modification or adjustment made to a job, work environment, or employment practice or process that enables an individual with a disability or medical condition to perform the essential functions of their job or to enjoy an equal employment opportunity.***

Employee Signature	Employee Printed Name	Date

I certify that the above accurately represents the duties of the position:

Supervisor Signature	Supervisor Printed Name	Date

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All forms must be approved by Human Resources before employee or supervisor sign.

EMPLOYEE NAME:	SUPERVISOR NAME: Kendra Oliver
CLASSIFICATION TITLE: Associate Engineer, Petroleum Structures	WORKING TITLE: Associate Engineer
POSITION NUMBER: 340-580-7932-005	DIVISION/UNIT: MEPD/Engineering
CBID: R09	OFFICE LOCATION: Long Beach
TENURE: ☐ Permanent ☐ Limited Term ☑ TAU ☐ Retired Annuitant ☐ CEA	TIMEBASE: ☑ Full Time ☐ Part Time ☐ Intermittent
CONFLICT OF INTEREST FILER: ☑ YES ☐ NO	DRIVING RECORD REQUIRED: ☑ YES ☐ NO
PROBATIONARY PERIOD: ☐ 6 Months ☑ 12 Months ☐ N/A	☑ APPOINTMENT DATE OR ☐ REVISION DATE:
HR ANALYST APPROVAL: ☑ YES	HR ANALYST SIGNATURE: Austin Johnson DATE: 10/30/2026

POSITION DESCRIPTION:

Under the supervision of the Marine Environmental Protection Division (MEPD) Supervising Mineral Resources Engineer, the Associate Engineer performs journey level engineering work regarding Marine Oil Terminals (MOTs) and other facilities located on or adjacent to State lands or waters, with a primary focus on enforcement of the MOT Engineering and Maintenance Standards (MOTEMS) or California Building Code, Chapter 31F. The incumbent will use technical expertise and evolved judgment to resolve engineering problems; take a role in correspondence and communications for engineering matters when requested; broadly implement MEPD regulations; provide engineering guidance to the regulated community when requested; perform their own engineering work and check, when requested, that other engineering work is performed using sound engineering principles and practices; demonstrate an understanding of organizational goals and priorities; fully comply with administrative policies, regulations, and procedures when performing job operations. This position is required to have a valid CA driver's license and operate a vehicle on official State business.

SUPERVISION EXERCISED (If applicable) AND SUPERVISION RECEIVED:

Supervision received from the MEPD Supervising Mineral Resources Engineer. May receive direction from incumbents in the classes of MEPD Division Chief and Assistant Division Chief. May receive technical oversight and guidance from incumbents in the class of Senior Engineer, Petroleum Structures (Specialist).

No supervision exercised.

ESSENTIAL JOB FUNCTIONS:

This position requires willing acceptance of work assignments, professional communication skills, collaboration as a team player to achieve workplace goals, following of proper instructions, use of technical knowledge, application of skills needed to produce a product or service of good quality in a timely and responsive manner, and work toward the long-term benefit of the entire organization. The incumbent will ensure aptness and consistency of engineering assessments and proper implementation of engineering regulations across their work.

50% Perform journey level technical reviews of multidisciplinary engineering projects related to, but not limited to, civil/structural, seismic, geotechnical, pipeline, mooring and berthing, risk and hazard assessment, and facility engineering work associated with audits, inspections, designs, rehabilitation, repairs, construction, and maintenance projects for existing and new MOTs and other facility structures, equipment, components, and systems subject to MOTEMS and other technical standards. Demonstrate proficiency in and effectively use computer application software, such as linear/non-linear structural finite element, structural/geotechnical evaluation, mooring analysis, and pipe stress analysis programs to complete project reviews and perform independent verification. Verify the integrity of seismic and structural designs and analyses for compliance with MOTEMS and other applicable industry engineering codes, standards, and guidelines, including but not limited to, consideration of structural integrity and load limits, load combinations, material and residual properties, section properties, and soil-structure interaction. Review, understand, and use geotechnical and engineering geology reports for structural analyses and ground improvement applications and acceptance, including but not limited to, consideration of seismic (inertial), kinematic, and structural loading, site-specific characterization, probabilistic seismic hazard analysis (PSHA), slope or embankment stability, settlement, soil-structure interaction, and subsea stability. Verify the integrity of mooring/breasting, berthing, and passing vessel designs and analyses for compliance with MOTEMS and other applicable industry engineering codes, standards, and guidelines, including but not limited to, consideration of vessel loading, vessel properties, load combinations, static and dynamic Metocean loads, fender properties, mooring hardware and line properties, and passing vessel forces. Review, understand, and use complex database application software for the storage, retrieval, and indexing of various engineering data. Perform independent calculations and verification of multidisciplinary engineering analyses to industry engineering codes, standards, and guidelines using manual, computer-aided, or software methods, as needed. Review and provide technical recommendations for MOTEMS audit reports, structural, mechanical, and electrical inspection reports, and MOTEMS implementation for regulatory compliance. Provide informed recommendations as to the fitness-for-purpose from an engineering standpoint of specific facilities, structures and nonstructural systems and components. Review and provide recommendations regarding MOT post-event technical assessments following a significant, potentially damage-causing event, such as a natural or man-made hazard event. Review and provide recommendations on alternatives requests to MOTEMS and other regulations. Review and provide recommendations on MOT Operations Manuals for regulatory compliance. Understand and apply MEPD regulatory standards and established precedents consistently when reviewing submitted engineering analyses, designs, alternative requests, and related technical documents, rendering consistent recommendations and conclusions to guide enforcement decisions.

10% Serve as a point of contact for engineering matters such as projects at MOTs and other facilities, regulatory rulemaking processes, and engineering research, when requested. Provide advice and guidance on the MOTEMS program and other engineering issues through management of external communications such as calls, emails, and letters, and coordinating meetings with MOT and facilities operators, contractors, consultants, Commission staff, and other agencies.

10% Review and provide recommendations for the enhancement and revision of MOTEMS and other technical standards and guidelines. Confer with peer engineers to further develop and refine the MEPD regulatory standards. Participate in and evaluate research projects associated with resolving technical issues and assess their applicability to MOTs. Publish technical papers associated with research for historical reference and regulatory changes.

10% Participate in meetings for engineering matters such as technical discussions, rulemaking processes, research, and working groups, when requested.

5% Assist in the preparation of formal correspondence for issuance by Commission staff and management, including but not limited to, meeting minutes, memoranda, and letters.

5% Participate in field activities at MOTs and other facilities such as compiling notes, photos and findings during audits, inspections, construction, demolition, and decommissioning to provide formal recommendations and conclusions, when requested.

MARGINAL JOB FUNCTIONS:

5% Review and provide recommendations for CEQA (California Environmental Quality Act) and Commission leasing documents for MOTs and other facilities, such as in support of Commission leases, when requested. Provide recommendations on engineering matters and project management oversight in support of Commission leases and special projects, such as project siting, feasibility studies, design and evaluation, construction, modification, demolition, and decommissioning.

5% Participate in industry and academic research programs and committees and attend technical conferences, seminars, and courses for professional development and collaboration, including potential preparation and delivery of technical presentations, directing research projects, and publication of papers. Perform other duties, as assigned.

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OTHER (list all other working conditions):

- Work under pressure to meet deadlines.
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-Ability to complete technical investigations and make sound engineering decisions including recommendations requiring upgrades/rehabilitation of MOTs and marine facilities.
- Ability to present a rational case on whether a facility is fit-for-purpose and should remain operational.
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Employee Signature	Employee Printed Name	Date

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Supervisor Signature	Supervisor Printed Name	Date