



Classification: Energy Commission Specialist II (TED)	Position No. 3200-4185-007
CBID: R10	Office: Energy Generation Research Office
Date Prepared: June 25, 2018	Division: Energy Research and Development
KEY: (E) IS ESSENTIAL, (M) IS MARGINAL	

Under the general direction of the Energy Resources Specialist III (Supervisor) (ERS Supervisor), the Energy Commission Specialist II (TED) serves as part of the Energy Generation Research Office's management team to implement and administer energy research, development and demonstration (RD&D) efforts related to renewable energy and advanced generation technologies. The incumbent has working knowledge of solar energy technologies and familiarity with wind energy or other renewable resources. The incumbent will conduct highly complex technical analyses and coordinates with the RD&D functions of other public and private organizations related to renewable and advanced generation technologies. The incumbent helps plan, organize, implement, and report on the Energy Commission functions relating to renewable and advanced generation RD&D. The goal of the Energy Research and Development Division (ERDD) is to conduct RD&D to advance science and technologies not adequately provided by the regulated and competitive markets.

WORKING CONDITIONS

The work is performed in an indoor office and meeting room setting involving sitting, standing, and walking. Travel may be required to attend workshops, hearings and meetings. Additional hours beyond an eight-hour workday or forty-hour workweek may be required. While performing the duties described below, the incumbent will be required to work alone and/or in a team environment using a personal computer and appropriate Energy Commission software such as word processing, spreadsheet and data management programs, electronic mail and Internet browsers. The incumbent will be required to plan, organize, assist and/or participate in meetings with other Commission staff, staff from other federal and state agencies, consultants, contractors, and other parties active in energy-related research and development.

DUTIES AND RESPONSIBILITIES

The incumbent will:

- 50% Serve as a technical lead and resource for RD&D issues related to renewable and advanced generation technologies. The incumbent has advanced working knowledge in solar energy technologies and some familiarity with wind technology or other renewable and advanced generation technologies such as biomass, geothermal, small hydro and combined heat and power technologies. Provide guidance and direction for complex technical issues, and perform difficult analytical assessments and evaluations. Develop and manage complex and difficult Renewables RD&D projects and initiatives. Actively provide coordination between the Energy Commission and other state and federal programs. Coordinate with technical staff at state and local governments, the California Public Utilities Commission, federal agencies, national laboratories, academic institutions, and private organizations. Work with stakeholders and synthesize information from many sources regarding the direction for



Renewable technology RD&D. Take a lead role in Renewables RD&D planning; implement task forces, technical working groups and advisory committees; guide the development of legislation and regulations as needed; and assist in the formulation of policy options and program initiatives for consideration by the Renewables and Advanced Generation Team Lead, ERDD management, Executive Office, Energy Commissioners, and the Legislature. (E)

25% Implement solicitations and collaborative strategies to meet the program objectives and goals, and provide recommendations to the Renewables and Advanced Generation Team Lead and Office Manager, and the Energy Research and Development Deputy Director, Executive Office and Energy Commissioners. (E)

20% Prepare complicated analytical reports and serve as resource in preparing and presenting conclusions and recommendation to the Commission, other governmental agencies, legislature, media and private entities. Organize, prepare and make presentation on technical results from renewable technology RD&D projects and initiatives at workshops, seminars and conferences. (E)

5% Perform other duties as required consistent with the specifications of this classification. (M)

SIGNATURES	
I Certify That I Am Able To Perform, With Or Without The Assistance Of A Reasonable Accommodation, The Essential Job Duties Of This Position	
<hr/> Incumbent Date Energy Commission Specialist II (TED)	<hr/> Supervisor Date Energy Resources Specialist III (Supervisor)