



Classification: Energy Commission Specialist I (TED)	Position No. 6100-4184-XXX
CBID: R10	Office: Advanced Vehicle Technologies Office
Date Prepared: February 8, 2018	Division: Fuels and Transportation
KEY: (E) IS ESSENTIAL, (M) IS MARGINAL	

Under the supervision of the Energy Resources Specialist III (Supervisory) in the Advanced Vehicle Technologies Office of the Fuels and Transportation Division, the incumbent will facilitate the development and deployment of alternative fuel vehicles and fueling infrastructure in California by performing the more complex technical tasks which requires a high level of knowledge, skill and ability which is demonstrably above the journey level. The incumbent will work independently and participate in a team to evaluate vehicle and infrastructure issues and assist private and public partners to introduce improved vehicles, engines, fueling stations, and other related infrastructure through joint funding of projects, technical assistance, and education and outreach activities. The incumbent will establish working relationships with other government agencies and industry stakeholders to ensure that the Energy Commission and the Alternative and Renewable Fuel and Vehicle Technology Program have access to current technology information, in order to recommend policy options to maintain and increase the development of alternative and renewable fuels and vehicle technologies.

WORKING CONDITIONS:

The work is performed in an indoor office and meeting room setting involving sitting, standing, and walking. The candidate must work well with people inside and outside the Energy Commission, including members of the general public. 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, electronic mail and Internet access; participate in and lead meetings with other staff and with other agencies.

DUTIES AND RESPONSIBILITIES:

- 40% Develop projects to meet the office program goals for the development of alternative fuels and transportation energy technologies that transform California’s fuel and vehicle types to help attain the state’s climate change policies and petroleum reduction. Develop solicitations, review and score solicitation proposals, and provide technical oversight of agreements resulting from the solicitations from the Alternative and Renewable Fuel and Vehicle Technology Program. Manage Energy Commission grant agreements with fueling station developers, fuel providers, agencies, researchers, and equipment manufacturers.
 (E)



- 20% Facilitate the development and deployment of alternative fuel vehicles by managing medium-duty, heavy-duty vehicle demonstrations, regional planning and economic incentives to stimulate vehicle purchases; organizing technical assistance consultations; and participating in meetings with vehicle, engine, and component part manufacturers to accelerate and expand the introduction of alternative fuel vehicles in California. (E)

- 20% Facilitate the deployment of California’s alternative fuel production and infrastructure. Participate in project demonstrations, site visits, and meetings with developers, local governments, and other parties to accelerate and expand the introduction of alternative fuel infrastructure in California. (E)

- 15% Oversee the development of market assessment reports to evaluate fuel use penetration, market niche early adopters, business trends, and other factors that stimulate and impact the development, consumption, and use of alternative fuels in California. Research and report on the state-of-the-art (technology and cost) for alternative fuel production and fueling infrastructure, including biofuel and other technologies. Work with other agencies in the design, evaluation, and finalization of the reports. Design and facilitate workshops in alternative fuels, vehicles, and infrastructure. (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	
<p>_____</p> <p>VACANT Date</p> <p>Energy Commission Specialist I (TED)</p>	<p>_____</p> <p>VACANT Date</p> <p>Energy Resources Specialist III (Supervisory)</p>