



Classification: Energy Commission Specialist II (FO)	Position No. 8200-4948-017 (Technical Lead)
CBID: R10	Office: Demand Analysis
Date Prepared: March 1, 2016	Division: Energy Assessments
KEY: (E) IS ESSENTIAL, (M) IS MARGINAL	

The Energy Commission Specialist II (ECS II) is under the general supervision of the Energy Resources Specialist III (Supervisory) in the Data Analysis and Survey Unit of the Demand Analysis Office (DAO). The incumbent is a highly skilled practitioner with a high level of technical knowledge, skill, and ability that is well above the journey level and will act as the primary technical lead to other staff in the unit. The ECS II acts as the prime resource for survey design and management of data collection activities across various sectors (such as commercial, residential, industrial). Responsibilities include, for example, survey instrument design, developing research plans and data analysis methodologies, survey implementation, contract management, and responding to data requests. The data collected includes energy consumption data, building and equipment characteristics including energy efficiency, and other disaggregated data. This data collection and analysis will contribute to more detailed, accurate, and transparent energy demand forecasts, providing a basis from which California's policy and decision makers can review, assess, revise, and enact state energy policy. California's energy policies and decisions can have impacts well beyond its borders, not only to utilities and others involved in the electricity generation, transmission and distribution infrastructure, but also to general industries and consumers.

WORKING CONDITIONS: The work is primarily performed indoors in an office and meeting-room setting, and involves sitting, standing, and walking. Travel may be necessary to participate in data collection activities and training, attend workshops, hearings, and meetings away from the Energy Commission's headquarters. Additional hours beyond an eight-hour workday or a forty-hour workweek may be required.

DUTIES AND RESPONSIBILITIES

- 30% Conduct highly complex technical assessments of survey methodologies and research plans, evaluate the scope and design of survey instruments for effectiveness in meeting Energy Commission needs and objectives and prepare comparisons with other surveys including historic surveys to improve the methodologies used by the DAO. The incumbent will plan and design new data collection procedures and ensure the data is collected in the most efficient manner; leverage survey data collection technologies; evaluate new data collection methods and collaborative opportunities for data collection; and develop a broad on-going data collection process. The incumbent will evaluate opportunities to aggregate different data sources, the impact to data quality of data aggregation, and provide recommendations regarding the combination and adoption of various data sources into the data collection processes. The incumbent will evaluate statistical analytical methods for demand forecasting products, review and evaluate implementation of statistical methods, focus on establishing procedures to continually improve sector surveys, and develop utility data handling procedures. (E)
- 25% Serve as the primary technical lead for energy use surveys by interacting and collaborating with other data collection staff and the data governance stakeholders on topics including determining the source of data issues and design specific corrective actions to improve data quality and characteristics. The incumbent will be the prime resource and subject matter expert responsible for implementing data quality corrective actions. Additionally, the incumbent will assist with data governance activities including: designing metrics, identification, tracking, and prioritization of data

