

JOB OPPORTUNITY BULLETIN

CLASSIFICATION: ELECTRICAL ENGINEER

TENURE: PERMANENT

TIME BASE: FULL-TIME

SALARY: Range A \$4,998 – \$5,959
Range B \$5,723 – \$7,160

LOCATION: OFFICE OF COMPLIANCE ASSISTANCE AND ENFORCEMENT

FINAL FILING DATE: Until Filled
PENDING BUDGET APPROVAL

DUTIES/RESPONSIBILITIES:

Under the direction and supervision of the Assistant Executive Director of the Office of Compliance Assistance and Enforcement (OCAE) within the Executive Office, the incumbent will independently perform less complex engineering tasks, respond to technical engineering design and testing issues; support the development and implementation of the manufacturer test lab audit and education program; conduct investigations and enforcement activities; and promote compliance with the substantive and procedural requirements relating to the Title 20 appliances and Title 24 building energy efficiency standards.

Perform a wide variety of field and office electrical engineering assignments pertaining to electrical engineering design for and with compliance relating to the Title 20 appliances and Title 24 building energy efficiency standards. Support the implementation of the manufacturer test lab audit and education program. Respond to technical engineering design and testing issues. Develop, implement, and conduct audits of engineering test labs. Serve as a liaison to the test laboratory to interpret and analyze test procedures and test reports for active enforcement cases.

Investigate complaints, tips, leads, and principles to determine if violations exist for case development and settlement or prosecution. Research and apply local, state, and federal energy and environmental regulations and industry engineering standards during the course of these investigations and coordinate cases and activities with investigators and prosecutors from the Energy Commission's legal staff, local city and district attorney offices, the California Office of the Attorney General, the United States Department of Energy, the United States Environmental Protection Agency, and energy and environmental protection offices in other states.

Develop enforcement cases against violators of the Energy Commission's appliances energy efficiency enforcement program. Conduct interviews with complainants, informants, witnesses, and suspected violators who possess case information. Obtain and analyze engineering test laboratory data and other applicable information. Collect and catalog evidence that includes documents, products, and photographs. Coordinate sampling and testing procedures. Assist in developing and executing search and inspection warrants.

Document investigative findings into comprehensive technical case reports. Analyze the data collected and any applicable engineering test reports and standards that are included in these technical case reports. Properly maintain evidence and case files. Review case files to determine accuracy. Brief management and legal staff on case investigation findings & (cont'd.)

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(cont'd.) recommended actions.

Prepare legal and technical documents for administrative and judicial processes and assist attorneys with developing facts for incorporation in legal documents used in Energy Commission and Administrative Hearings proceedings and potentially at state trial or appellate court hearings. Testify in adjudicatory hearings as needed

DESIRABLE EXPERIENCE/QUALIFICATIONS: The successful applicant should have:

- Excellent interpersonal and written and verbal communication skills.
- Ability to work cooperatively and effectively with all CEC divisions and offices and the regulated industries.
- Ability to communicate complicated legal, regulatory and technical information in a simple, concise and consumer-friendly manner.
- Ability to coordinate interdisciplinary projects.
- Intermediate/Advanced Microsoft Office skills including Word, Excel, PowerPoint, etc.
- Ability to meet strict deadlines, follow written and verbal instructions, exercise good judgment and work effectively under pressure.
- Limited travel may be required.

WORKING CONDITIONS. The work is performed primarily in an office, conference room and hearing room environment. It may require standing and walking, as well as sitting for long periods of time. Some travel is required to attend off-site meetings or participate in conferences, workshops and hearings. Additional hours beyond an eight hour workday or 40-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, WebEx and Internet browsers.

JOB updated 5/23/17 to reflect: The California Energy Commission may utilize the California Public Utilities Commission's Utilities Engineer list for this vacancy

WHO MAY APPLY: All interested eligible persons are encouraged to apply. Applicants must have either transfer, list, reinstatement, or SROA/Surplus eligibility. Please indicate your eligibility for this classification on the state application form, STD. 678.

INTERESTED APPLICANTS SHOULD SUBMIT A COMPLETED STANDARD STATE APPLICATION (FORM STD. 678) TO:

SUBMIT APPLICATIONS TO:

California Energy Commission
 Personnel Services Office
 Attn: RPA # 151-556
 1516 9th Street, MS-3
 Sacramento, CA 95814
 Phone: 916-654-4305

California Relay (Telephone) Service for
 the Deaf or Hearing-Impaired
 From TDD Phones: 1-800-735-2929
 From Voice Phones: 1-800-735-2922

personnelservices@energy.ca.gov