



# JOB OPPORTUNITY BULLETIN

<b>CLASSIFICATION:</b>	Energy Commission Specialist II (FO) <i>Will consider Training and Development Assignment</i>
<b>TENURE/TIMEBASE:</b>	Permanent/ Full-time
<b>SALARY:</b>	\$5,741 - \$7,134
<b>LOCATION:</b>	Energy Assessments Division, Demand Analysis Office Sacramento, CA
<b>FINAL FILING DATE:</b>	Until Filled

The Energy Assessments Division consists of a multi-disciplinary staff of economists, and engineers responsible for developing methodologies, models, and data for analyzing energy supply and demand. The Demand Analysis Office seeks staff dedicated to the development of ongoing statewide energy data collection and forecasting California's energy needs. Professionals with a passion for energy data, data analytics, and research and who are motivated to collaborate, develop, and improve existing energy analysis and forecasting should apply. Work with a collaborative group of analytical professionals focused on supporting the development of energy policy for the next decade and dedicated to improving the Energy Commission's understanding of statewide energy consumption. If you enjoy working with data, exploring new analytical methodologies, have excellent organizational skills, and enjoy working collaboratively on important energy topics, we encourage you to apply.

**DUTIES/RESPONSIBILITIES:** The Energy Commission Specialist II (FO) is under the general direction of the Energy Resource Specialist III (Supervisory) in the Demand Analysis Office of the Energy Assessments Division. The incumbent is an Energy Commission subject-matter expert and serves as a highly skilled practitioner and prime resource person, performing a range of complex and advanced technical tasks related to energy use by non-residential customers in California. The energy use occurs in commercial buildings, industries, agriculture, and water pumping. The incumbent's responsibilities include collection and analysis of data from multiple sources, management of consultants, documentation and reporting findings about various impacts to energy demand in the non-residential sector. The technical responsibilities are under the lead of the Energy Commission Specialist III (ECS III) data collection and analysis specialist, the Energy Commission's top subject matter expert in the area of collecting and analyzing data, to improve energy demand forecasts in compliance with Assembly Bill 802 (Williams, Chapter 590, Statutes of 2015). Duties include, but are not limited to:

- As the primary technical expert, plan and conduct technical research and studies to evaluate and assess the impact of market conditions that determine actual end use efficiencies in non-residential buildings as compared to the efficiency requirements of building codes and appliance standards. This effort requires the analysis of existing data from past surveys and other sources as well as the collection and analysis of new data. The incumbent will collaborate with non-residential energy demand modelers and other energy forecasters to determine relevance of existing data gathered for non-residential building energy use surveys and other existing sources. As new data is required, the incumbent will develop plans to collect data and work with data collection unit staff to establish the needed data collection processes and data management.

(over)

- Under the technical lead of the ECS III data collection and analysis specialist, assess impacts from programs for non-residential customers that are designed to capture “below code” efficiency savings (of previously below code buildings) based on an existing conditions baseline. The incumbent will collaborate with non-residential forecast modelers to prepare and make recommendations on how these savings could be reflected in the Energy Commission’s demand forecast.
- Present and participate in workshops, working groups, and meetings representing the Demand Analysis Office. Present information to staff and management about research plans, data collection, data uses, analyses performed and other topics related to energy efficiency savings and energy use in non-residential sectors.

**DESIRABLE EXPERIENCE/QUALIFICATIONS:**

- Excellent interpersonal and leadership skills. Ability to coordinate interdisciplinary projects and staff.
- Ability to work under pressure effectively, both under supervision as well as independently, within a team environment and maintaining positive and constructive work relationships with others.
- Ability to effectively write and edit technical program information. Excellent analytical skills and the ability to reason logically and creatively while analyzing a variety of analytical techniques. Ability to gather, compile, analyze, and interpret written and numerical research data.
- Proficiency on a personal computer and familiarity with word processing, database management, spreadsheets, models, and graphics. Intermediate to Advanced skills with Microsoft Excel, Microsoft Word software programs.

**WHO MAY APPLY:** Eligible candidates who are current state employees with status in the above classification, lateral transfers from an equivalent class who meet the minimum qualifications of this classification, former state employees who can reinstate into this class or persons who are reachable on a current employment list for this classification. Appointment is subject to the provisions of the SROA process: SROA/SURPLUS/REEMPLOYMENT candidates are encouraged to apply and must attach a copy of their status letter in order to be considered. Applications will be screened and the most qualified may be contacted for an interview.

Interested applicants must submit a completed Standard State Application (Form STD. 678) with an original signature, to the contact/address listed below. Electronic applications will not be accepted. **You must clearly indicate the basis of your eligibility (i.e., list, transfer, SROA/Surplus, reinstatement, etc.), RPA #820-391 and Position #820-4948-020 in the “Explanation Section” of the STD. 678.** Will consider a Training and Development Assignment.

***Please Note:** Possession of the minimum qualifications will be verified prior to the interview and/or appointment. If it is determined an applicant does not meet the minimum qualifications, the application may be forwarded to the State Personnel Board for review and the applicant’s name may be removed from the eligibility list.*

**SUBMIT APPLICATIONS TO:**

Personnel Services Office  
 Attn: RPA #820-391  
 1516 9<sup>th</sup> Street, MS-3  
 Sacramento, CA 95814

View full Duty Statements:  
<http://www.energy.ca.gov/careers/jobs.html>

**For additional questions regarding this recruitment, you may contact (916) 654-4305 or email [personnel@energy.ca.gov](mailto:personnel@energy.ca.gov).**

**California Relay (Telephone) Service – TDD Phones: 1-800-735-2929 and Voice Phones: 1-800-735-2922**