



<b>Classification:</b> Energy Commission Specialist II (FO)	<b>Position No.</b> 8200-4948-020 (Non-Residential)
<b>CBID:</b> R10	<b>Office:</b> Demand Analysis
<b>Date Prepared:</b> December 22, 2016	<b>Division:</b> Energy Assessments
<b>KEY: (E) IS ESSENTIAL, (M) IS MARGINAL</b>	

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).

**WORKING CONDITIONS.** The work is performed primarily indoors in an office and meeting-room setting and involves standing and walking as well as sitting for long periods of time. The incumbent must work well with people inside and outside the Energy Commission, including members of the general public; perform well under pressure of deadlines; exercise good listening and communication skills; and prepare quality reports and regulations for expert and layperson readers, team members, and contractors. Additional hours beyond the 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 processes, electronic mail, and internet; participate in and lead meetings with other staff and with other agencies. Some travel is required to attend off-site meetings and participate in workshops and hearings.

### **DUTIES AND RESPONSIBILITIES:**

55% 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. (E)

# DUTY STATEMENT



- 30% 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. (E)
- 10% 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. (E)
- 5% Perform other duties as required consistent with the specifications of this classification. (M)

<b>SIGNATURES</b>			
<b>I Certify That I Am Able To Perform, With Or Without The Assistance Of A Reasonable Accommodation, The Essential Job Duties Of This Position</b>			
_____ Employee, ECS II (FO)	_____ Date	_____ Supervisor, ERS III (S)	_____ Date