



<b>Classification:</b> Energy Commission Specialist I (TED)	<b>Position No.</b> 8300-4184-00X
<b>CBID:</b> R10	<b>Office:</b> Supply Analysis Office - TFDU
<b>Date Prepared:</b> October 2017	<b>Division:</b> Energy Assessments
<b>KEY: (E) IS ESSENTIAL, (M) IS MARGINAL</b>	

Under the general supervision of the Energy Resource Specialist III (Supervisory) within the Transportation Fuels Data Unit of the Supply Analysis Office, the incumbent will independently perform more complex, sensitive, and responsible energy-related technical and analytical work which requires a high level of knowledge, skill and ability demonstrably above the journey level. The incumbent also will serve as the team lead responsible for oversight and coordination of analysis regarding California’s vulnerabilities to petroleum market changes and the consequences of these changes. The incumbent’s role is to record and evaluate California’s vulnerabilities to petroleum price hikes and market changes, act as a subject matter expert on the information used to identify these changes, evaluate the competitiveness of the petroleum supply market, and provide recommendations to minimize the impacts of the analyzed petroleum price hike vulnerabilities. The incumbent also will be the lead resource for developing alternative and renewable fuels data collection to monitor and assess changes in the transportation fuels market’s competitive structure as alternative and renewable fuels begin to displace traditional fuels. The work involves complex issues that may require original or innovative solutions and may directly inform California policy with regards to transportation fuels market changes and vulnerabilities. The incumbent will be required to work in a team environment as a leader, subject-matter expert, and/or technical-support participant. The incumbent must work well with people, exercise good listening, memory, and problem-solving skills.

**WORKING CONDITIONS:** Work is performed primarily in an office, conference room, and hearing room environment and may require standing and walking as well as sitting for long periods of time. Work area is well lighted and ventilation is adequate. The noise level may be often high. Some travel is required to attend off-site 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, utilizing a personal computer and appropriate Commission software such as word processing, electronic mail, Internet and specialized analytical models; participate in meetings with other staff and other agencies.

**DUTIES AND RESPONSIBILITIES:**

- 35% Serve as the team lead in assessing California’s vulnerabilities to petroleum market changes and the impacts of these changes. Plan, organize and conduct market analyses, studies and assessments to identify California’s vulnerability to petroleum price fluctuations and price hikes. This includes the potential impacts of various energy technologies and alternative and renewable fuels on California’s petroleum industry and market. Monitor and assess petroleum fuel relationships to alternative fuels in order to judge each fuel’s competitiveness in the transportation fuel market. Analyze changes in the retail transportation market to explain price differences to the national average. This may involve



the overseeing and coordination of contractors and committees as they conduct specific and in-depth analysis of topics and issues identified by the Energy Commission or stakeholders. (E)

25% Serve as the team lead in the development of alternative and renewable transportation fuel retail pricing data collection to monitor alternative and renewable fuels competitiveness in comparison to other fuels. Develop new databases, research new data sources, and analyses of pricing information for alternative and renewable transportation fuels as they become available. (E)

15% Act as the lead organizer and primary author for the Transportation Fuels Data Unit's Petroleum Watch publication. Work with staff to update tables and graphs, as well as produce publication sections on a monthly basis. (E)

10% Act as an author and subject matter expert on Energy Commission reports and analyses on transportation fuel price hikes and vulnerabilities. Coordinate and participate in workshops and public outreach on subjects related to fuel price variability. (E)

10% Coordinate with the Energy Commission's Media and Public Affairs Office, Chairman's Office, and Executive Office in response to media activities related to fuel price variations. This may include providing Energy Commission spokespersons with background materials and/or acting as the Energy Commission spokesperson when directed to do so. (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			
_____		_____	
Employee	Date	Ryan Eggers	Date
Energy Commission Specialist I (TED)		Energy Resources Specialist III (Supervisory)	