New York State Department of Civil Service
DIVISION OF CLASSIFICATION & COMPENSATION

Tentative Classification Standard

Occ. Code 4523100

Utility Engineering Specialist 1, Grade 18 4523100
Utility Engineering Specialist 2, Grade 23 4523200
Utility Engineering Specialist 3, Grade 27 4523300

Brief Description of Class Series

Positions in this series analyze and process rate proposals and utility rate structures of public utilities and evaluate the impact that proposed changes in rates, charges, rules and regulations will have on the utilities and consumers in New York State. In addition, they review utility emergency preparedness and reporting; evaluate reliability of the electric, natural gas, steam and water systems; monitor capital projects and operations and maintenance; audit operations for safety and compliance with regulations; monitor implementations of audit recommendations; enforce the State's underground facilities damage prevention program; investigate incidents of non-compliance and consumer complaints; assist other State agencies with energy-related policy and initiatives; and work with federal government agencies.

These positions are classified only at the Department of Public Service.

Distinguishing Characteristics

Utility Engineering Specialist 1: performance level; under the direction of a higher-level Utility Engineering Specialist, conducts emergency preparedness and response activities, electric reliability and safety standards compliance and monitoring, management audits, records and field audits of operations, capital budget review, operations and management budget review, facility and construction inspections, damage prevention, performance metrics, incident and complaint investigations, siting of transmission facilities and waiver petitions.

Utility Engineering Specialist 2: first supervisory level; supervises two or more Utility Engineering Specialists 1. Incumbents are assigned to minor and major utility rate cases, testify as part of administrative proceedings on behalf of the Department of Public Service, oversee work conducted by subordinate staff, and may perform all of the duties and responsibilities of Utility Engineering Specialist 1.

Utility Engineering Specialist 3: second supervisory level; administratively supervises two or more Utility Engineering Specialists 2 and lower-level staff. Incumbents testify on the most difficult issues in major utility rate cases, siting cases or

other administrative proceedings on behalf of the Department of Public Service, participate in policy development related to utility rates, reliability and safety issues, and may perform all of the duties and responsibilities of lower-level Utility Engineering Specialists.

Related Classes

Utility Engineering Specialists (Gas Pipeline Safety) perform technical analysis and services related to the regulation of natural gas, hazardous liquid, liquefied natural gas, liquefied petroleum gas, and steam pipeline systems.

Illustrative Duties

Positions at all levels perform similar duties in the following areas:

Rates and Tariffs

Rate Proceeding and Incentive Plans

- Analyzes utility company rate submission to the Public Service Commission (PSC) with attention to operational and maintenance aspects, plant costs, facility construction, capacity and commodity procurement, etc. as each affect revenue requirements.
- Reviews and analyzes utility company testimony, exhibits, work papers, and other submittals and develop a written response in the form of testimony and supporting exhibits.
- Assists in the preparation of legal briefs and other documents.
- Identifies appropriate performance parameters for incentive plans.

Cost Allocation and Rate Design

- Reviews and analyzes the utility companies' fully allocated embedded and marginal cost-of-service studies.
- Examines utility proposals to re-allocate costs and revenue recoveries among service classifications and end-users.
- Analyzes and develops rate structures and designs to recover utility company revenue requirements, sends accurate price signals, and promotes competition in compliance with PSC orders and legislation.
- Unbundles rates for competitive services
- Reviews and develops tariffs implementing PSC directed rates and programs.
- Analysis of Cost of Service: determines the reasonableness of a utility company's operating and maintenance expenses.

Supply

- Monitors summer and winter supply hedging activities.

- Evaluates winter utility future supply plans.

Policy Analyses and Promotion

- Identifies factors relevant to the development of desired regulatory processes, collects relevant data on the critical factors, develops policy alternatives, and summarizes strengths and weaknesses of each.
- Researches State and national industry trends, as well as innovative research in technical areas.
- Assists in identifying the need for, and develops proposals to address, new policy initiatives associated with the deregulation of electric and gas utilities and/or reassesses existing policies in an evolving competitive market.

Analysis of Company Records

- Maintains knowledge regarding the recordkeeping practices of utilities companies
- Accesses and analyzes utility company data and conducts and presents comparative or trend analysis on specific issues.

Mergers and Acquisitions

- Reviews merger/acquisition petitions and analyzes their impacts on systems functions and efficiencies and revenue requirements.
- Prepares evaluations and recommendations with respect to the public interest and future operations.
- Prepares recommendations relating to the viability of the proposed merger or acquisition.
- Evaluates franchise development and the sale of utility property.

Federal Intervention Policy Analysis

- Assists with interventions in federal proceedings with respect to the development of policy initiatives that impact New York State.
- Assists in the evaluation of proposed rulemakings that impact State policies regarding competitive markets, reliability of supply, and the cost to customers.
- Participates in federal proceedings to promote recommendations that will enhance State policies.

Consolidation of Water Industry

- Evaluates issues related to the consolidation of small water companies.
- Coordinates with various State agencies for funding and the implementation of consolidations, transfers of ownership or operations.
- Reviews supply permit requests.

Electric Distribution Systems

- Utility Emergency Preparedness and Response: reviews utility emergency plans annually; attends drills; monitors/reports on utility responses during events; reviews utility response and associated reports to determine whether corrective actions are needed.

- Reliability Trends and Reliability Performance Metric Compliance Monitoring: evaluates whether reliability is satisfactory based on metrics and identifies potential areas for improvement.

- Safety Standards Compliance and Monitoring: reviews utility testing and inspection process and performs field audits to determine if activities are performed appropriately.

- Capital/O&M Budgets and Variances: tracks and monitors whether utilities are completing approved projects and activities and are within budget levels.

- Distributed Energy Resource Interconnection Queue Data: monitors and reports on the levels of interconnected and proposed distributed energy resources.

- Demonstration Project Reviews Not Related to Technology: evaluates non-technical project proposals to determine if they would result in new and beneficial learnings.

- Management Audits: tracks and monitors utility implementation of audit recommendations to ensure compliance.

- NYS Peak Load Reduction Program: maintains and implements, when required, the peak load reduction program for State facilities.

- Work Stoppages/Strike Monitoring: monitors and evaluates whether utility workers have contracts or if management is effectively responding should a strike occur.

Bulk Electric Systems

- Capital/O&M Budgets and Variances: tracks and monitors whether utilities are performing projects on schedule and on budget as approved during rate proceedings.

- Annual Lightened Regulation Filings Database: monitors and maintains a database to ensure that annual required filings of financial and facilities data as required by the Public Service Commission are occurring.

- Utility Summer Preparedness: surveys and meets with utilities to ensure all required maintenance has been performed and the necessary capital projects have been completed prior to summer to ensure system capability for the summer period.

- Summer Daily Electric System Reliability Reporting: from June 1 through August 31, prepares daily reports of key bulk system details (forecast demand, available capacity, known system issues) to inform internal upper management and key external state organizations.

- State Energy Plan Policy: provides needed input and assist the New York State Energy Research and Development Authority in the development of the State's Energy Plan.

- Regional Greenhouse Gas Initiative Policy: assesses the potential economic effects of changes periodically proposed by the Regional Greenhouse Gas Initiative.

Minimum Qualifications

Utility Engineering Specialist 1

Open Competitive: bachelor's degree or higher in an accredited engineering curriculum.

Utility Engineering Specialist 2

Promotion: one year of permanent competitive service as a Utility Engineering Specialist 1.

Utility Engineering Specialist 3

Promotion: one year of permanent competitive service as a Utility Engineering Specialist 2.

Note: Classification Standards illustrate the nature, extent and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all of the work that might be appropriately performed by a class. The minimum qualifications above are those which were required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum qualification requirements for appointment or examination.

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3/2026

Parenthetics Attachment

Utility Engineering Specialists perform a wide variety of duties. Utility Engineering Specialist parenthetics are classified when a majority of a given position's duties and responsibilities emphasize a particular specialty.

Utility Engineering Specialist 3 (Acoustics)

Incumbents in these positions perform a specialized scope of responsibility in the field of acoustics as it relates to the gas, electric, water, telecommunications or cable utility industry. The incumbent is responsible for administrative and high-level technical and policy issues and may perform additional duties in the areas of noise health effects, epidemiology, and electromagnetic fields. The incumbent demonstrates expert knowledge and experience in one or more of the following: environmental noise analysis, mechanical noise and vibration control, background noise, forensic acoustics, noise level testing, site analysis, and mitigation techniques.

Utility Engineering Specialist 3 (Nuclear)

Incumbents in these positions perform a specialized scope of responsibility in the field of nuclear affairs as it relates to the gas, electric, water, telecommunications or cable utility industry. The incumbent is responsible for administrative and high-level technical and policy issues and will perform additional duties in the areas involving technical evaluations related to State nuclear generating facilities operation and safety. Duties may include the following:

- Assesses and evaluates the health and stability of nuclear generating facilities by conducting site visits, overseeing and monitoring capital and decommissioning projects and reporting findings to Department and State executive level staff.

- Reviews and analyzes related documentation or amendments to nuclear facility policies and procedures particularly relating to safety of nuclear generating facilities, decommissioned nuclear generating facilities, spent fuel transfer, and long-term spent fuel storage solutions.

- Serves as Department representative and resource at meetings, trainings, investigations, and for stakeholders in reference to nuclear facilities and sites.

Utility Engineering Specialist 3 & 4 (Power)

Incumbents in these positions perform a specialized scope of responsibility in the field of electric distribution and transmission as it relates to the utility industry. The incumbent is responsible for administrative and high-level technical and policy issues and will perform additional duties involving the monitoring and evaluation of the design, operation, and maintenance of electric utility distribution systems as well as providing

technical expertise involving complex incidents on electric utility systems as they pertain to ensuring safe and reliable service.

Within this parenthetic, UES 3, Grade 27, may supervise or train lower-level engineers, while UES 4, Grade 29, are required to supervise multiple UES 3, Grade 27, staff as well as lower-level staff. UES 4, Grade 29, level is primarily distinguished by the requirement of supervisory and program responsibility. Positions within this level require the ability to provide technical expertise on complex incidents, possess a higher level of oversight and management of related plans, studies, and expenditures, and demonstrate expert knowledge of electrical distribution and transmission systems as they relate to the utility industry. Duties may include the following:

- Reviews and evaluates utility facilities and transmission operations, maintenance and expansion to comply with safety standards and electric system reliability criteria
- Provides expert testimony in utility rate cases and administrative proceedings and technical expertise related to utility facilities and transmission systems.

Minimum Qualifications

Utility Engineering Specialist 3 (Acoustics)

Open Competitive: Bachelor's degree in engineering and three years of large-scale technical experience* in one or more of the following areas: noise control analysis or project management, noise and vibration problem resolution, environmental noise analysis, mechanical noise and vibration control, forensic acoustics, industrial/environmental noise level testing, outdoor plant noise reduction, industrial hygiene, performance of independent field measurements of construction and post-construction operation noise levels to meet regulatory/specified noise requirements, or performance of noise mitigation techniques such as isolation and enclosure.

*Substitutions: A master's degree in engineering may be substituted for one year of experience.

Utility Engineering Specialist 3 (Nuclear)

Open Competitive: Bachelor's degree or higher in an engineering or engineering technology discipline AND three years of direct experience* or regulatory oversight experience in nuclear power plant operations or nuclear safety programs in one or more of the following:

- Technical evaluation of nuclear generating facilities design, construction, licensing, operation, and decommissioning to determine whether they meet design objectives and Federal and State safety requirements; or

- Development and revision of criteria, standards, and procedures for evaluating nuclear power plant operations under normal and emergency conditions; or
- Evaluation of the effectiveness and reliability of nuclear power plant systems, as well as engineered safety features and other systems important to protecting the public and the environment from potential radiation exposure during normal operations and under emergency conditions; or
- Review and evaluate reports from the industry and the Federal government pertaining to safety or environmental impact of nuclear generating facilities; or
- Technical expertise on matters that may affect the operation of nuclear power plants in New York State as they may relate to potential health, radiological risks, economic, and environmental impacts; or
- Preparation and review of license amendments submitted by nuclear power plant licensees in New York State; perform research regarding amendments as it relates to plant safety, design, and engineering issues; or
- Evaluation of materials related to nuclear power plant operations and emergency planning, exercise, and response actions by evaluating the validity of certain assumptions made in estimating the effectiveness and reliability of nuclear system components to mitigate the consequences of various potential or actual system failures, or external impacts to safe plant operation.

*Substitutions: A nuclear power plant operator's license issued by the U.S. Nuclear Regulatory Commission may be substituted for the educational requirements. Four years of naval nuclear experience may be substituted for a bachelor's degree. A master's degree in engineering or engineering technology may be substituted for one year of experience. Naval nuclear experience, which includes operating a nuclear reactor or operating nuclear reactor safety systems, may be substituted for the above experience. Each year of Naval nuclear experience may be substituted for one year of the direct experience or regulatory experience in a nuclear power plant operations and/or nuclear safety programs listed above.

Utility Engineering Specialist 3 (Power)

Promotion: One year of permanent competitive service as a Utility Engineering Specialist 2, Grade 23.

Open Competitive: Bachelor's degree in electrical engineering or electrical engineering technology AND three years of direct experience or regulatory oversight experience in one or more of the following:

- Application, engineering, design, operation, planning, and/or maintenance of utility power systems (transmission and/or distribution); or
- Performance monitoring and assessment of electric utility power systems (transmission and/or distribution); including evaluation of reliability performance mechanisms, electric service standards, and compliance with relevant codes; or
- Power plant design, operation, maintenance, and testing for distributed generation facilities; or

- Application of various digital technologies which modernize and automate grid operations to anticipate and respond to system disturbances, enable greater use of variable energy sources, including renewable energy, and which provide the capability for customers to manage their energy costs (smart grid technology); or
- Electric utility system planning or operations with an emphasis on transmission system reliability, including areas such as conducting system planning studies, performing/reviewing transmission system design, monitoring transmission project construction, or evaluating transmission project costs and budgets.

Utility Engineering Specialist 4 (Power)

Promotion: One year of permanent competitive service as a Utility Engineering Specialist 3 (Power), Grade 27.