

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

Classification Standard

**Occ. Code 2331900**

**Chief Utility Communications Programs, M-5**

Brief Description of Class

Chiefs Utility Communications Programs manage utility sections that regulate telecommunications companies under the Public Service Commission's jurisdiction. The positions administer telecommunications regulatory programs and serve as advisors to Directors, Deputy Directors, the Chair of the Department of Public Service, and the Public Service Commission on all issues pertaining to telecommunications.

These positions are classified at the Department of Public Service.

Distinguishing Characteristics

*Chief Utility Communications Programs:* managerial level; under the general direction of a Deputy Director or Director, develops and implements telecommunications policy, supervises multiple Utility Supervisors including parenthetics, and recommends new policies to the Public Service Commission.

Illustrative Tasks

Develops and implements telecommunications policies such as reliable and resilient telecommunications infrastructure, reasonable prices, terms and conditions of telecommunications services, and the expansion of broadband and 5G networks; ensures that telecommunication companies under Public Service Commission jurisdiction comply with rules, regulations, policies, and orders; provides technical support, supervision, training and guidance to staff in matters pertaining to telecommunications; serves as a liaison for the Department with other local, State and/or Federal agencies regarding telecommunications issues; collaborates with other Public Service offices to ensure implementation of agency goals and objectives; and performs the full range of administrative supervisory duties such as evaluating staff performance, and staff training and development.

Minimum Qualifications

*Chief Utility Communications Programs*

Promotion: one year of permanent competitive service as a Chief of Gas and Petroleum Safety, Chief Utility Programs, Power Systems Operations Specialist 5, Supervisor Regulatory Economics, Supervisor Utility Accounting & Finance, Utility Consumer Program Specialist 5, Utility Consumer Assistance Specialist 5, or Utility Supervisor (including parentheses).

**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.

Date: 8/2020

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