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

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; work with other State agencies on the regulation of water utilities; and work with federal government agencies on matters impacting the Commission regulated electric, natural gas, steam, and water utilities in New York State.

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; incumbents' responsibilities vary by office and can include conducting emergency preparedness and response activities; reviewing and monitoring electric reliability and safety standards compliance; aiding in performing management audits; performing records and field audits of operations; reviewing capital budgets; reviewing operations and maintenance programs and associated budgets; assisting in rate proceedings, performing facility and construction inspections; reviewing damage prevention programs and performance; developing performance metrics and tracking associated performance; performing incident and complaint investigations; reviewing siting, permitting, and compliance of major renewable energy, gas and electric transmission facilities; reviewing waiver petitions; and reviewing asset and/or franchise transfer petitions. Incumbents are assigned to minor and major utility rate cases and testify to basic issues as part of administrative proceedings on behalf of the Department of Public Service.

Utility Engineering Specialist 2: first supervisory level; supervises two or more Utility Engineering Specialists 1 or similar level staff. Incumbents are assigned to minor and major utility rate cases, testify to more complex issues 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 lead utility rate case proceedings, 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; keep awareness of policy decisions 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

Renewable Energy Siting Specialists apply expertise from their respective professional disciplines to specific aspects of the permitting process and other analytical tasks, and the scope of their review and focus can vary from general planning to highly specific and technical disciplines, including but not limited to: Agricultural Resources; Biological Resources; Decommissioning and Restoration; Design, Structural and Civil Works, and Land Use; Ecological Resources; Geology/Soils; Hazards and Hazardous Materials; Historical, Archeological and Cultural Resources; Hydrology and Water Quality; Landscape and Aesthetics; Noise and Vibration; Site and Property Boundary Surveying; Transportation/Traffic; and Utilities Interconnection and Transmission.

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:

Siting

- Reviews electric and gas transmission and generation facility siting applications, compliance filings, Environmental Management and Construction Plans, noise mitigation assessments, and computer noise modeling results

- Conducts field reviews and investigations, data analysis, working to resolve application, certificate, permit, and field issues with developers and stakeholders.

- Appears for, and on behalf of, the Department in administrative and legal proceedings, providing expert testimony, attending adjudicatory proceedings, public outreach, local governments, community and stakeholder meetings.

- Analyzes design drawings, details, construction and site preparation methodology, utility routing, estimates, transportation, decommissioning plans, and other engineering related material while verifying compliance with Certificate and Permit condition requirements.

- Develops recommendations on the appropriateness of waivers and applicable local provisions of zoning and development/constructability laws and regulations

- Prepares engineering analysis through memos, drafts Commission Orders, settlement negotiations, expert testimony, legal briefing, written summaries

- Assists with utility rate cases, testify as part of administrative proceeding

Rates and Tariffs

- Analyzes utility company rate submission to the Public Service Commission (PSC) with attention to operational and maintenance aspects, plant costs and depreciation, facility construction, capacity and commodity procurement, etc. as each effect revenue requirements. Reviews and analyzes utility company testimony, exhibits, work papers, and other submittals relevant to Rates and Tariffs responsibilities and develops written responses in the form of testimony, supporting exhibits; as well as legal briefs and other documents as needed.

- Reviews and analyzes the utility companies' embedded and marginal cost-of-service studies.

- Analyzes and develops rate structures and designs to recover utility company revenue requirements while considering policy objectives~~,~~

- Monitors summer and winter supply hedging activities and supply plans and provides reports as warranted.

- 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.

- Develops and maintains knowledge regarding the recordkeeping practices of utilities companies to analyze utility company data.

- Reviews the sale of utility property and merger/acquisition petitions, ~~and~~ analyzes their impacts on systems functions, efficiencies and revenue

requirements and prepares evaluations and recommendations with respect to ensuring the transfer is in the public interest and considers future utility operational needs.

- Evaluates franchise development

- Assists with interventions in federal proceedings with respect to the development of policy initiatives and rate matters that impact PSC regulated electric, natural gas, and water companies.

- Coordinates with various State agencies regarding the operation of PSC regulated water utilities

Resilience, Utility Security, Nuclear Affairs, and Emergency Preparedness

- Evaluates whether reliability is satisfactory based on metrics and identifies potential areas for improvement.

- Conducts analysis, investigation, and evaluation of electric utility resilience with consideration of selective undergrounding, asset hardening, and flexibility/switching capabilities. Performs comprehensive reviews and analyses of utility climate change resilience assessments and plans.

- Analyzes utility company rate submission to the Public Service Commission with attention to operational and maintenance aspects, plant costs and depreciation, facility construction, vegetation management, etc. as each effect revenue requirements.

- Reviews and analyzes utility company testimony, exhibits, work papers, and other submittals relevant to Office responsibilities and develops written responses in the form of testimony, supporting exhibits; as well as legal briefs and other documents as needed.

- Tracks and monitors whether utilities are completing approved projects and activities and are within budget levels.

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

- Participates in utility management audits, tracks and monitors utility implementation of audit recommendations to ensure compliance.

Energy System Planning and Performance

- Inspects and/or audits utility facilities and testing processes to determine if utilities are properly maintaining their systems and are in compliance with the Commission's Safety Standards.

- Investigates accidents and incidents on the utility system to ensure system safety and reliability, as well as follow-up on customer complaints filed with the Department or Commission.

- Reviews capital investments to establish need, cost, and timing for each program or project for adequacy in maintaining reliability, increasing resilience, and improving automation capabilities, including the assessment of non-wires/non-pipe alternatives and assessment of capital investments' impacts to disadvantaged communities, to support achievement of the State's clean energy goals in a reliable and cost-effective manner.

- Reviews and tracks utility capital expenditure budgets and variances.

- Develops expertise and operational knowledge of existing and planned designs and operation of utility networks.

- Provides engineering analysis for rate proceedings and preparing expert testimony, supporting exhibits and input for legal briefs to support staff's findings and positions as part of administrative proceedings on behalf of the Department.

- Reviews utility preparedness to reliably meet projected summer and winter peak loads, including reviewing gas hedging activities and gas supply portfolios.

- Participates in utility management audits, tracks and monitors utility implementation of audit recommendations to ensure compliance.

<u>Minimum Qualifications</u>

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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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. 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 and nuclear decommissioning. 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, participating in radiological emergency preparedness and response, 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 and reliability of nuclear generating facilities, nuclear generating facilities preparing to or actively decommissioning, 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.