

DUTY STATEMENT

CALIFORNIA PUBLIC UTILITIES COMMISSION

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| DIVISION Rail Safety Division | | EFFECTIVE DATE |
| BRANCH/SECTION Rail Transit Safety Branch | | CLASS TITLE Utilities Engineer |
| WORKING DAYS AND WORKING HOURS Monday through Friday 8:00 a.m. to 5:00 p.m. | | PHYSICAL WORK LOCATION Los Angeles – Remote Centered |
| INCUMBENT (if known) NEW BCP 24-25 | | CURRENT POSITION NUMBER (Agency - Unit - Class - Serial) 680-141-3518-010 |
| YOU ARE A VALUED MEMBER OF THE DEPARTMENT'S TEAM. YOU ARE EXPECTED TO WORK COOPERATIVELY WITH TEAM MEMBERS AND OTHERS TO ENABLE THE DEPARTMENT TO PROVIDE THE HIGHEST LEVEL OF SERVICE POSSIBLE. YOUR CREATIVITY AND PRODUCTIVITY ARE ENCOURAGED. YOUR EFFORTS TO TREAT OTHERS FAIRLY, HONESTLY AND WITH RESPECT ARE IMPORTANT TO EVERYONE WHO WORKS WITH YOU. | | |
| BRIEFLY (1 or 2 sentences) DESCRIBE THE POSITION'S ORGANIZATIONAL SETTING AND MAJOR FUNCTIONS: Under supervision of a Senior Utilities Engineer (Supervisor), the incumbent carries out the Commission's safety oversight responsibilities for the design, construction, and operation of rail transit agencies (systems). The incumbent conducts engineering research, special investigations, and recommends alternatives on a broad range of regulatory issues affecting both specific transit agency problems and the safety/security of the public transit system as a whole. Incumbent will make recommendations in the development and enforcement of safety and security rules and facilitate transit agency awareness of State and Federal safety rules as well as industry safety standards. | | |
| % of time performing duties | Indicate the duties and responsibilities assigned to the position and the percentage of time spent on each. Group related tasks under the same percentage with the highest percentage first. <i>(Use additional sheet if necessary)</i> | |
| | <u>ESSENTIAL FUNCTIONS:</u> | |
| 30% | Review system safety program plans, system security plans, accident investigation plans, operating rules and other safety/security related documents. Inspect transit system performance to ensure safety and security plans are being followed. Prepares technical Reports, safety oversight plans, exhibits, Commission Resolutions, and correspondence. | |
| 15% | Evaluate complex design documents prepared by architects and engineers for the procurement and construction of all or parts of rail transit agencies, including rail transit track work, stations, signaling systems, traction power systems, and transit vehicles. Identifies safety and security related items that do not meet Commission standards and ensures corrections are made. Evaluate requests for rule variances and prepare Commission resolutions. | |
| 15% | Inspect in-process and completed rail transit system construction work to verify conformance with safety related design requirements. Witness start-up testing of complex rail transit system projects to assure safe operation prior to the beginning of passenger service. | |
| 15% | Monitor and participate in investigations of accidents and hazards to determine the most probable causes and contributory factors and make recommendations to prevent recurrence. Investigate complaints received from the public and/or rail transit agency employees. Monitor transit agency implementation of corrective actions plans developed in response to the investigations. | |
| 10% | Participate in on-site safety and security reviews of transit agencies. Monitor and evaluate transit agency internal audit programs and ensure corrective action plans resulting from audit recommendations are completed. | |
| 5% | Perform independent engineering studies and/or evaluate engineering research of others relating to rail transit safety. This includes preparing safety planning criteria, guidelines, procedures, and standards to be met by system operators in the design and construction of rail transit facilities. Provide expert witness testimony in Commission hearings and before public interest groups, the regulated industries, and various government agencies as well as the Legislature. | |

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| 5% | <p><u>ESSENTIAL FUNCTIONS: (continued)</u></p> <p>Provide technical advice in Commission proceedings, including testimony as an expert witness. Represent the Commission at technical conferences, public meetings, meetings with government agencies, including the Federal Transit Administration, Federal Railroad Administration, and the California Legislature, and with other industry groups.</p> | |
| 5% | <p><u>MARGINAL FUNCTIONS:</u></p> <p>Perform other work-related duties as required.</p> <p><u>KNOWLEDGE AND ABILITIES [From Class Specs]</u></p> <p>Knowledge of: Engineering fundamentals, terminology, and economics; materials and methods of engineering construction; engineering mathematics and computer application to engineering problem-solving; physical properties of transportation and stationary utilities and standards of safety, service, and reliability; trends, issues, State and Federal requirements, and basic court decisions affecting public utilities and transportation regulation.</p> <p>Ability to: Make engineering computations; analyze engineering data; reason logically, creatively, and utilize a variety of analytical approaches to resolve regulatory problems; develop and evaluate alternatives; communicate effectively; prepare reports, correspondence, safety oversight plans, and exhibits; consult with and advise administrators, decision-makers, or other interested parties on a broad range of subject-matter areas; gain and maintain the confidence and cooperation of those contacted during the course of work.</p> <p><u>WORK ENVIRONMENT, PHYSICAL OR MENTAL ABILITIES:</u></p> <ul style="list-style-type: none"> • Proficiency with communications-related technologies, including personal computer applications, telecommunications equipment, Internet, voicemail, email, etc. • This position requires an ability to drive in the State of California in a rented, personal or state-owned vehicle, occasionally overnight or for several days at a time; and/or drive over 100 miles on short notice or during unusual hours; visit rail transit agencies operations, and to work evenings and weekends. • Work outdoors, in summer and winter environments. Work in a potentially dangerous rail transit environment. • Stooping, bending, squatting, reaching, bending, walking long distances, driving. • Position is subject to DMV Pull Notification. • Report to the local CPUC office as the headquarters location. | |
| SUPERVISOR'S STATEMENT: <i>I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE</i> | | |
| SUPERVISOR'S NAME (Print) Ainsley C. Kung | SUPERVISOR'S SIGNATURE | DATE |
| EMPLOYEE'S STATEMENT: <i>I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT</i> | | |
| The statements contained in this duty statement reflect general details as necessary to describe the principal functions of this job. It should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absence of relief, to equalize peak work periods or otherwise balance the workload. | | |
| EMPLOYEE'S NAME (Print) | EMPLOYEE'S SIGNATURE | DATE |