



EXAMINATION ANNOUNCEMENT CALIFORNIA ENERGY COMMISSION

PLANNER III – ENERGY FACILITY SITING

OPEN – CONTINUOUS TESTING

EXAMINATION PLAN

The entire examination will consist of a Written Exercise weighted 30% and a Structured Qualification Appraisal (QAP) weighted 70% that may include pre-exposed interview questions, presentations, oral reports, role-playing exercises, in-basket activity, or preparation and presentation of written materials. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained in the examination.

It is anticipated that the first round of this continuous exam, which includes a written exercise and structured qualification appraisal interview, will be held in March/April 2014.

FILING INSTRUCTIONS

CONTINUOUS TESTING – NO FINAL FILING DATE - Testing is considered continuous as dates can be set at any time. You may apply only once in any consecutive 12 month period. Standard State applications (STD 678) will be accepted on a continuous basis and examinations are scheduled as needed. Applications and/or resumes submitted via facsimile (FAX) machines, or electronically mailed (e-mail) will not be accepted. Examinations are held quarterly depending on the needs of the department.

FILE BY MAIL OR IN PERSON WITH:

California Energy Commission
Selection & EEO Office – Planner III
1516 Ninth Street, MS # 52
Sacramento, CA 95814

DO NOT SEND APPLICATIONS TO THE CALIFORNIA DEPARTMENT OF HUMAN RESOURCES

Applications may be obtained at the Employment Development Department, the California Energy Commission, The California Department of Human Resources Job Center located at: 1810 16th Street, Sacramento, CA 95814 Monday – Friday 8:00 AM to 5:00 PM or, on the Internet at: <http://jobs.ca.gov/pdf/std678.pdf>

Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.

SPECIAL TESTING ARRANGEMENTS

If you have a disability and need special testing arrangements, mark “yes” under question # 2 of the State application (STD. 678). You will be contacted to make specific arrangements.

SALARY RANGE

\$5553 - \$6901 (as of 7/1/2015)

PLANNER III
JX80 - 4737

www.energy.ca.gov
(916) 653-6532

Final File Date: Continuous Testing

An equal opportunity employer to all regardless of age, ancestry, color, denial of family and medical care leave, disability, gender identity or expression, genetic information, marital status, medical condition, military and veteran status, national origin, political affiliation, race, religion, sex, or sexual orientation of any person.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION

It is your responsibility to make sure you meet the education and/or experience requirements stated below when you submit your State application (STD. 678). Your signature on your application indicates you have read, understood and possess the basic qualifications required. **All applications/resumes must include: "to" and "from" dates (month/day/year); time base (full-time/part-time/number of hours per week/month); and civil service class titles where applicable.**

Applications/resumes received without this information will be rejected.

MINIMUM QUALIFICATIONS

Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as "Either" I, "or" II, etc. For example, candidates who possess qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement. **Please note: When combining patterns, all experience converts to the largest experience requirement.**

EITHER I

One year of experience in the California state service in a technical field performing duties such as land use planning, natural resource management, energy or industrial facility siting and construction or operation; or work involving management of major energy or similar industrial projects; or working on energy-related projects in general, in a class with a level of responsibility equivalent to Planner II - Energy Facility Siting.

OR II

Two years of experience in the California state service in a technical field performing duties such as land use planning, natural resource management, energy or industrial facility siting and construction or operation; or work involving management of major energy or similar industrial projects; or working on energy-related projects in general, in a class with a level of responsibility equivalent to Planner I – Energy Facility Siting.

OR III

Experience: Four years of experience in a technical field performing duties such as land use planning, natural resource management, energy or industrial facility siting and construction or operation; or work involving management of major energy or similar industrial projects; or working on energy-related projects in general; or in siting, planning, construction or operation of thermal power plants and related energy facility, at least one year of which must have been above the journeyperson level, equivalent in level to work performed by a Planner II - Energy Facility Siting in the California state service.

Education: The following education is required when non-California state service experience is used to qualify at any level.

Equivalent to graduation from college with specialization in physics, engineering, planning, economics, mathematics or a closely related field; or in a natural or physical science such as anthropology, archeology, biology, chemistry, geography, geology or meteorology. (Additional qualifying experience may be substituted for the required education on a year-for-year basis.)

THE POSITION

Planner III – Energy Facility Siting is the full supervisory level. Under general direction, incumbents act as a working team leader, planning and organizing the work of a staff responsible for a major phase of the facility siting program; may also act as a project manager on small facility siting projects; additionally may act as a consultant to the Commission to formulate and develop solutions to most difficult and complex work and to coordinate the efforts of other researchers to accomplish Commission objectives.

Positions exist in Sacramento with the California Energy Commission.

SCOPE

Questions in the exam are designed to test broad knowledge of the topic under consideration and candidates should be prepared to respond to a wide variety of issues, both technical and procedural.

KNOWLEDGE OF

1. Permitting, construction and operation of energy facilities or similar industrial or public work facilities;
2. Applicable local, State and Federal laws, ordinances, regulations and standards;
3. Principles and practices of engineering analysis, environmental impact analysis, socioeconomic impact analysis or project management;
4. Principles and techniques of supervision;
5. Specifics of Federal, State, and local laws and regulations relating to energy or similar industrial facility siting, construction and operation;
6. The Commission's Equal Employment Opportunity (EEO) Program objectives;
7. A supervisor's role in the EEO Program and the processes available to meet EEO objectives.

ABILITY TO

1. Analyze and evaluate data and information and reach sound conclusions;
2. Develop and evaluate alternatives;
3. Establish and maintain cooperative relationships and effective communication with local, State and Federal Government agencies;
4. Prepare clear, complete and technically accurate reports, present ideas effectively orally and in writing;
5. Coordinate and work effectively with others as an interdisciplinary team member;
6. Summarize and combine material into a meaningful volume;
7. Plan, organize and direct the work of a staff engaged in energy or related industrial facility siting activities;
8. Evaluate and monitor work of consultants;
9. Develop solutions to difficult energy related issues;
10. Effectively contribute to the Commission's EEO Program objectives.

ELIGIBLE LIST INFORMATION

Names of successful competitors will be merged into an established list in order of final scores regardless of dates. Eligibility will expire 12 months after it is established.

VETERANS PREFERENCE

WILL BE GRANTED IN THIS EXAMINATION

CAREER CREDITS

WILL NOT BE GRANTED IN THIS EXAMINATION

ONLY INDIVIDUALS LAWFULLY AUTHORIZED TO WORK IN THE UNITED STATES WILL BE HIRED

GENERAL INFORMATION

For an examination without a written feature it is the candidate's responsibility to contact the Examination Unit at (916) 653-6532, three weeks after the final filing date if he/she has not received a progress notice. If a candidate's notice of oral interview or performance test fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

If you meet the requirements stated on the reverse, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in the examination will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

The California Energy Commission reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) departmental promotional, 3) multi-departmental promotional, 4) service-wide promotional, 5) open eligible list. When there are two lists of the same kind, the older must be used first.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history, and fingerprinting may be required.

Veteran's Preference: Will be awarded in this examination, pursuant to Government Code Section 18973.1, effective January 1, 2014, as follows:

- 1. Any veteran, widow or widower of a veteran, or spouse of a 100 percent disabled veteran, who achieves a passing score in an entrance examination, shall be ranked in the top rank of the resulting eligibility list. Any veteran who has been dishonorably discharged or released is not eligible for veterans' preference.
2. An entrance examination is defined, under the law, as any open competitive examination.
3. Veterans' Preference is not granted once a person achieves permanent civil service status.

HOW TO APPLY FOR VETERANS' PREFERENCE

The California Department of Human Resources (CalHR) has information on how to apply for Veterans' Preference on their website at www.jobs.ca.gov and on the Application for Veterans' Preference form (CalHR 1093). Additional information is also available at the Department of Veterans Affairs website at www.cdva.ca.gov.

Career Credit: A competitor who passes an open, non-promotional civil service examination and who has permanent civil service status (or who has a mandatory right of reinstatement to a position with permanent civil service status) is eligible to receive three career credit points added to his/her earned score. Career credits are not given to persons who have permissive reinstatement privileges. The distinction between mandatory right of reinstatement and permissive reinstatement privilege is outlined in Government Code Sections 19140-19143. (The examination announcement indicates if career credit points will apply.) Veteran's points are not granted in such examinations.

DO NOT SEND APPLICATIONS TO THE CALIFORNIA DEPARTMENT OF HUMAN RESOURCES

California Relay (Telephone) Service for the Deaf or Hearing Impaired
From TDD Phones: 1-800-735-2929 - From Voice Phones 1-800-735-2922

TDD is a Telecommunication Device for the Deaf and is reachable only from telephones equipped with a TDD device.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE, AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.