



ASSISTANT CHIEF PUBLIC UTILITIES COUNSEL

Promotional Examination

CPUC

California Public Utilities Commission

Exam #: 6UC04 Class Code: 5810 Min. Salary: \$10,316/month Max Salary: \$11,948/month

THE STATE OF CALIFORNIA IS AN EQUAL OPPORTUNITY EMPLOYER TO ALL, REGARDLESS OF AGE, ANCESTRY, COLOR, DISABILITY (MENTAL AND PHYSICAL), EXERCISING THE RIGHT TO FAMILY CARE AND MEDICAL LEAVE, GENDER, GENDER EXPRESSION, GENDER IDENTITY, GENETIC INFORMATION, MARITAL STATUS, MEDICAL CONDITION, MILITARY OR VETERAN STATUS, NATIONAL ORIGIN, POLITICAL AFFILIATION, RACE, RELIGIOUS CREED, SEX (INCLUDES PREGNANCY, CHILDBIRTH, BREASTFEEDING AND RELATED MEDICAL CONDITIONS), AND SEXUAL ORIENTATION.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE 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 SERVICE.

HOW TO APPLY

You may access the application on line at: <http://www.cpuc.ca.gov/PUC/jobs/>

If you have a disability and need special testing arrangements, mark the appropriate box on Question 2 of the "Examination and/or Employment Application." We will contact you to make specific arrangements that are convenient for you in advance of the examination.

FINAL FILING DATE: February 3, 2016

Applications must be received online by the final filing date. Applications received after the final filing date will not be accepted. Do not submit your application to the California Department of Human Resources (CalHR).

WHO SHOULD APPLY

This is a departmental promotional examination for the California Public Utilities Commission.

1. Applicants must have a permanent civil service appointment with the California Public Utilities Commission as of the final filing date in order to participate in this examination; or
2. Must be a current or former employee of the Legislature for two or more years as defined in Government Code Section 18990; or
3. Must be a current or former non-elected exempt employee of the Executive Branch for two or more consecutive years as defined in Government Code Section 18992; or
4. Must be a person retired from the United States military, honorably discharged from active military duty with a service-connected disability, or honorably discharged from active duty as defined in Government Code Section 18991.

For applicants under Items 2, 3, or 4, if promotional examinations are given by more than one department for the same classification, the applicant must select one department in which to compete.

THE POSITION – General Description

The Assistant Chief Public Utilities Counsel, under administrative direction, assists the Chief Counsel, Public Utilities Commission, in planning, organizing, and directing all phases of the legal work of the Public Utilities Commission; acts for the Chief Counsel, Public Utilities Commission, in their absence; and does other related work as required.

JOB LOCATION:

This exam covers positions located in San Francisco only.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION - MINIMUM QUALIFICATIONS

All applicants must meet the education and/or experience requirements for this examination by the final filing date.

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, "or" III, etc. For example, candidates possessing qualifying experience amounting to 50% of the required time in Pattern I, and additional experience amounting to 50% of the required time in Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement.

Membership in the State Bar of California. (Applicants must have active membership in the State Bar before they will be eligible for appointment.); and

Either I

One year of experience performing the duties of a Public Utilities Counsel IV, or two years performing the duties of a Public Utilities Counsel III, or three years performing the duties of a Public Utilities Counsel II in the California state service.

Or II

Experience: Broad and extensive experience (more than five years) in the practice of law*, at least three years of which shall have been either:

1. In the field of public utility regulations; or in the preparation and presentation of public utility proceedings before public utility regulatory agencies or the courts; or
2. In the legal fields of energy, telecommunications, water, natural resources and environment, antitrust and trade law, transportation, consumer protection, law enforcement, antitrust, litigation, or appellate advocacy; or
3. In the preparation and presentation in administrative proceedings before local, state or federal government licensing or regulatory bodies or before the courts; or in the representation of government entities in administrative proceedings or before the courts.

*Experience in the "practice of law" or "performing legal duties" or "legal experience" is defined as only that legal experience acquired after admission to The Bar.

Note: Applicants must show the month and year of admission to The Bar on their application.

EXAMINATION INFORMATION

This examination will consist of an oral interview (weighted 100%) which includes a written exercise. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained on the examination.

The CPUC reserves the right to modify the selection process as necessary to conform to administrative or business necessity.

EXAMINATION DATES - Interviews will be held in San Francisco only

It is anticipated that the exam interviews will be held in February/March 2016.

PROMOTIONAL READINESS INTERVIEW WEIGHTED 100%

The interview may include the following:

- A. Knowledge of:
 1. Law governing and administered by the Public Utilities Commission or other regulatory or licensing bodies and judicial interpretations of such law.
 2. Rules and regulations of the Public Utilities Commission or other regulatory or licensing bodies.
 3. Conduct of proceedings and rules of evidence and procedure in State and Federal Courts, or before public utility regulatory bodies or other regulatory or licensing bodies.
 4. Legal principles.
 5. Purposes, organization and operation of the Public Utilities Commission or other regulatory or licensing bodies.
 6. Administrative law applicable to the Public Utilities Commission or other administrative or licensing bodies.
 7. Basic principles of organization and structure.
- B. High Degree of Skill in:
 1. Assembling and directing the assembling of facts and law for presentation before courts and regulatory agencies;
 2. Conducting such presentations and proceedings.

C. Ability to:

1. Analyze legal problems and apply legal principles and precedents to particular sets of facts.
2. Make accurate summaries of evidence and prepare appropriate findings, opinions, and orders.
3. Perform legal research.
4. Present statements of fact, law, and argument clearly and logically in written and oral form.

ELIGIBLE LIST INFORMATION

A list of eligible candidates will be established for the California Public Utilities Commission. The list will be effective for at least 12 months and up to 48 months to meet the needs of the Commission.

Veterans Preference credit will not be granted in this examination since it does not qualify as an entrance examination under the law.

GENERAL INFORMATION

The California Public Utilities 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 law and rules and all competitors will be notified.

For an examination with a written feature, it is the candidate's responsibility to contact the California Public Utilities Commission three days prior to the written test date if he/she has not received his/her notice of appointment.

For an examination without a written feature, it is the candidate's responsibility to contact the California Public Utilities Commission three weeks after the final filing date if he/she has not received his/her notice.

If a candidate's notice of oral interview or performance test fails to reach him/her 3 days prior to their scheduled appointment due to a verified postal error, he/she will be rescheduled upon written request.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. However, locations of interviews or performance evaluations may be limited or extended as conditions warrant.

Applications are available at the State Personnel Board office, local offices of the Employment Development Department, and in the Human Resources Office of the California Public Utilities Commission.

If you meet the requirements stated on this bulletin, 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.

Candidates needing special testing arrangements due to a disability must mark the appropriate box on the application and/or contact the testing department.

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.

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) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on the bulletin.

If Promotional Examinations Only: Competition is limited to employees who have a permanent civil service appointment and military veterans that meet all the minimum qualifications. Under certain circumstances, other employees may be allowed to compete under provisions of Rules 234, 235, and 235.2. State Personnel Board Rules 233, 234, 235, 235.2, and 237 contain provisions regarding civil service status and eligibility for promotional examinations. These rules may be reviewed at departmental personnel offices, at the State Personnel Board office or jobs.ca.gov.

If High School Equivalence is Required: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) Test; 2) completion of 12 semester units of college work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

College Education: The qualifications meeting the requirement "Equivalent to graduation from college" means satisfaction of the requirements for the bachelor's degree from an accredited, recognized institution of higher education. This means the applicant must show receipt of a bachelor's degree. Acceptable college course work must be from an accredited, recognized institution approved by the California Superintendent of Public Instruction under the provisions of California Education Code Section 94712.

Veterans' Preference Points: The California Department of Human Resources (CalHR) has information on how to apply for Veterans' Preference on their website at 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 <https://www.calvet.ca.gov/>.

TTY is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TTY Device. Calls may be placed using the following relay system.

California Relay Telephone Service for the Deaf or Hearing Impaired:

From TDD phones 1-800-735-2929 or from voice phones 1-800-735-2022

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