



Public Utility Financial Examiner IV

Open - Continuous Examination

CPUC

California Public Utilities Commission

Exam #: 6uc35 Class Code: 4499 Min. Salary: \$5672/mth Max Salary: \$7456/mth

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 online application 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.

WHEN MAY APPLICATIONS BE FILED

The testing office accepts applications continuously and will notify and test applicants as needed. Do not submit your application to the State Personnel Board.

THE POSITION – General Description

Under general direction, a Financial Examiner IV either (1) directs examinations of the largest public utilities to determine their financial status and the propriety of accounting, and provides data regarding utilities' financial condition, results of operations, methods of financing and types of securities issued for use in proceedings before the Public Utilities Commission; or (2) directs and makes difficult financial analysis of applications of public utilities to issue securities or to encumber, acquire, transfer or sell properties, and drafts and reviews proposed orders relating to securities for consideration by the Commission; analyzes federal and state income tax regulation affecting public utilities; and does other job-related work as required.

SPECIAL REQUIREMENTS – Ability to qualify for a fidelity bond; willingness to travel and work away from the headquarters office.

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.

Either I

One year of experience in the California state service performing the duties of a professional accounting or auditing class equivalent in level to Public Utilities Financial Examiner III.

Or II

Five years of increasingly responsible professional accounting or auditing experience. For at least two years, this responsibility must have been at a level equivalent to conducting financial examinations of large public utilities; and

Education: Either

1. Completion of either:

- a) A prescribed professional accounting curriculum given by a residence or correspondence school of accountancy, including courses in elementary and advanced accounting, auditing, cost accounting and business law; or
- b) A collegiate-grade residence institution of the equivalent of sixteen semester hours of professional accounting courses, including courses in elementary and advanced accounting, auditing, and cost accounting; and three semester hours of business law.

EXAMINATION INFORMATION

This examination will consist of an oral interview (weighted 60% of the total score) and a written exercise (weighted 40% of the total score). In order to obtain a position on the eligible list, a minimum rating of 70% must be attained in the examination process. Candidates who do not appear for any part of their scheduled examination will be withdrawn from the examination process.

QUALIFICATIONS APPRAISAL INTERVIEW – WEIGHTED 60%

The interview may include the following:

A. Knowledge of:

1. Generally Accepted Accounting Principles.
2. Generally Accepted Auditing Standards.
3. Specialized financial examining practices and procedures as used in public utility financial examining. (Consolidation Accounting for Affiliate transactions.)
4. The allocation of fixed charges to fixed capital and operating accounts in public utility accounting.
5. The financial organization and practices of public utilities.
6. Applying provisions of the law governing public utilities in California related legal opinions and court decisions, and orders of the Public Utilities Commission applicable to financial practices of public utilities.
7. The regulatory authority of the Public Utilities Commission.
8. Business law.
9. General knowledge of corporate finance, cost of capital and risk and return.

B. Ability to:

1. Apply Generally Accepted Accounting Principles.
2. Perform financial examinations in conformance with Generally Accepted Auditing Standards.
3. Apply specialized financial examining practices and procedures used in public utility financial examining. (Perform Agreed Upon Special Procedure Audits in conformance with Generally Accepted Auditing Standards.)
4. Apply provisions of the law governing public utilities in California; related legal opinions and court decisions, and orders of the Public Utilities Commission applicable to financial practices of public utilities.
5. Plan, organize, and direct the work of a staff engaged in examining accounts and records of utility and transportation companies regulated by the Commission.
6. Perform financial examinations of accounts and records of public utilities subject to State regulation.
7. Gather, organize and summarize financial data.
8. Analyze data, draw sound conclusions and make appropriate recommendations.
9. Analyze situations accurately and to adopt an effective course of action.
10. Establish and maintain cooperative relations with those contacted in the work.
11. Prepare clear, complete and concise reports.
12. Communicate effectively.

WRITTEN EXERCISE – WEIGHTED 40%

A. Knowledge of:

1. Generally Accepted Accounting Principles.
2. Generally Accepted Auditing Standards.
3. The financial organization and practices of public utilities.
4. Basic data analysis techniques to draw appropriate conclusions and make decisions from data sets for the completion of work assignments

ELIGIBLE LIST INFORMATION

A candidate may only test once in a 24 month period. A list of eligible candidates will be established for the California Public Utilities Commission. Names of successful candidates will be merged onto the list in order of final scores, regardless of date. Eligibility expires 24 months after it is established; candidates may then retest to reestablish eligibility.

Veterans' 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.

GENERAL INFORMATION

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

If meeting the requirements stated above, you may take this competitive examination. Possession of the entrance requirements does not ensure a place on the eligible list. All candidates passing the examination will be ranked according to scores.

The California Public Utilities Commission reserves the right to revise the examination plan to better meet the needs and service of the Commission. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

Examination Locations: Examinations are typically scheduled in San Francisco. However, there are instances when examinations are given in such places in California as the number of candidates and conditions warrant.

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.

Interview Scope: If an interview is conducted, in addition to the scope described on this bulletin, the panel may consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breadth of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of the candidate's experience. Evaluation of a candidate's personal development will include consideration of own training needs; plans for self-development; and the progress the candidate has made towards self-development.

Veterans' Preference:

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.