

CLASS TITLE: REGULATORY RESEARCH SPECIALIST

Class Code: 02719600
Pay Grade: 25A
EO: B

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To conduct responsible research work involving the collection, analysis, interpretation and presentation of data pertaining to the law, rules and regulations governing public utilities in the State of Rhode Island; and to do related work as required.

SUPERVISION RECEIVED: Works under the general supervision of a superior with wide latitude for the exercise of independent judgement; work is reviewed for conformance to instructions and established regulations, policies and procedures.

SUPERVISION EXERCISED: May supervise the work of technical and clerical personnel assigned to assist.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To conduct responsible research work involving the collection, analysis, interpretation and presentation of data pertaining to the law, rules and regulations governing public utilities.

To research all types of books, especially legal reference books, and to analyze points of law as they relate to public utility and energy matters.

To be responsible for legislation concerning public utilities and energy including drafting new legislation, keeping abreast of the development of bills submitted to the General Assembly and coordinating the commission's efforts with staff members on the positions to be taken on various bills.

To establish and maintain a library of current information relating to utilities, energy, new technologies, legal reference books, periodicals, studies, reports, rules and regulations.

To assist in drafting regulatory orders required by the commission.

To be responsible for receiving and answering questionnaires from the National Association of Regulatory Utility Commissioners, the Department of Energy and other state public utility commissions regarding public utility and energy matters.

To be responsible for determining problem areas which require additional review and to make recommendations for consideration of a superior.

To attend committee hearings and regulatory sessions of the General Assembly.

To evaluate the needs of the commission in order to improve efficiency and better utilize personnel.

To be responsible for dealing with the public and with utility commissions of other states on matters relative to public utilities and energy.

As required, to supervise the work of technical and clerical employees assigned to assist.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of the state's laws, rules and regulations pertaining to the regulation and control of public utilities; the ability to apply such knowledge in the collection, analysis, interpretation and presentation of various data involving public utilities and energy; the ability to establish and maintain a library of current information relating to utilities, energy, new technologies, legal reference books, periodicals, studies, reports and regulations; the ability to prepare written reports on matters relating to public utilities and energy; the ability to evaluate the needs of the commission in order to improve efficiency and better utilize personnel; the ability to supervise technical and clerical personnel assigned to assist; the ability to establish and maintain effective working

relationships with superiors and associates, other agencies and the public; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a college of recognized standing; and

Experience: Such as may have been gained through: employment in a responsible capacity with a public or private regulatory body involving the application of standard research principles, methods and techniques.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Created: February 19, 1984

Editorial Review: 3/15/03