

**Psychometrician
Performance Measurement and Assessment
PG&E Academy**

Department Overview

The Curriculum Development & Technology department is a dynamic group within PG&E Academy that focuses on strategically aligning itself with the lines of business toward a goal to increase employee safety and productivity by designing, developing, and delivering world class learning and on the job support solutions. We are seeking team members who can thrive autonomously in a fast paced environment that is undergoing change. To be successful, you must possess a passion for learning and innovation, be able to build strong internal and external relationships, and have a strong propensity for action, results and continuous improvement.

Position Summary

The Psychometrician provides strategic and cost-effective performance measurement and assessment services for PG&E Academy ensuring that business metrics and performance gaps are appropriately addressed through defensible evaluations.

Working collaboratively with Quality Assurance, Quality Control, Academy Operations, Curriculum Development and Delivery as well as various lines of business, the Psychometrician will develop strategies to drive consistent evaluation, deployment, and results analysis. The primary goal for this position will be to make recommendations that will improve performance, increase safety, and reduce errors. The ideal candidate will have exceptional organizational skills to manage multiple projects at once, and work at a fast pace for an extended period of time, while being extremely adaptable and flexible. This person will possess a strong work ethic, sense of commitment, and a desire to lead and succeed. The ideal candidate will have excellent verbal communication, initiative, and solid judgment abilities/skills, and the ability to express ideas visually, verbally, and in writing with an eye for details.

Responsibilities

- Create a systematic approach when measuring and assessing performance
- Ensure that evaluation strategies consider all State/Federal regulations, labor agreements, company policies and standards, work procedures, and PG&E Academy standards
- Create and implement an Assessment/Remediation review process (i.e. Annual defensibility review)
- Drive standardization in the use of measurement and assessment tools
- Determining the appropriate psychometric theory and models for scoring, software use, and procedures to develop high stakes tests and exams that are reliable, valid, fair and legally defensible.
- Designing the psychometric evaluation structure, data collection design, equating, linking and scaling, and standard setting
- Perform psychometric analyses using standard and customized psychometric analysis tools and statistical software packages such as SAS and SPSS as well as the proprietary item banking systems
- Provide quality control checks of data analyses results and reports
- Provide general and special research studies and psychometric expertise to business units
- Validate the apprentice program wage progression testing system
- Support strategy for employee qualifications
- Maintain data files and records related to a variety of item banks
- Monitor and manage the test development pipeline within multiple projects
- Identify program/measurement-related problems/opportunities and their psychometric implications
- Contribute to research, development, implementation of new testing modes, item types, and psychometric methods/technology
- Coach and mentor staff as appropriate; serve as an expert resource for PG&E Academy on matters of statistical analysis and test question development

Qualifications

Required

- A Masters Degree in educational measurement, educational psychology, psychometrics, statistics or a closely related field
- A minimum of 5 years of increasingly responsible professional experience in educational measurement, applied statistics, or teaching
- A minimum of 5 years experience in training, performance consulting, assessment development, quantitative analysis, instructional design and adult learning theories
- Experienced user of job-related software including MS Office (Word, Excel, PowerPoint) and statistical packages (e.g., SAS, SPSS)
- Ability to travel locally if required

Desired

- PhD in educational measurement, educational psychology, psychometrics, statistics or a closely related field
- Experience with Questionmark Perception or similar assessment software
- Certified Performance Technologist or similar Human Performance Technology certification
- Ability to develop a business case and service requirements, while creating and managing strategic alliances
- Experience with @task or similar project planning tools

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