



TURLOCK IRRIGATION DISTRICT
Department of Human Resources
 invites applications for the position of:
Utility Analyst I-II - Resource Planning

SALARY: \$7,544.00 - \$11,704.00 Monthly

OPENING DATE: 09/23/19

CLOSING DATE: Continuous

DESCRIPTION:

JOB SUMMARY

Perform a variety of professional duties involved in the planning, analysis, development and use of District resources including, but not limited to electric generation, electric contracts, and fuel in one or more of the following fields of concentration: resource planning, trading and scheduling, rates, risk management, settlements and reports, and energy services.

These positions may be rotated from time to time.

DISTINGUISHING CHARACTERISTICS

The class of Utility Analyst I differs from that of Utility Analyst II in that those incumbents of the Utility Analyst I class perform less varied, complex or technical tasks. A position in the Utility Analyst II class is filled by advancement from the class of Utility Analyst I. Incumbents of the Utility Analyst II class are expected to independently perform a wide variety of difficult and complex work. Adequate performance requires knowledge of District policies and procedures, and the ability to choose among a number of alternatives in solving problems. Work is normally reviewed only on completion for overall results.

EXAMPLES OF DUTIES:

DUTIES AND RESPONSIBILITIES

Essential Functions:

A Utility Analyst may be assigned a wide variety of duties and responsibilities. Typical assignments may include, but are not limited to:

In the field of **Resource Planning:**

Analyze and produce a variety of studies, forecasts, and schedules related to power generation to meet system needs and abnormal contingencies.

Determine and recommend desirable generation investments and long-term generation, transmission, and fuel contracts that will enable the District to meet its electric obligations reliably and economically. Negotiate long-term contracts and transactions for such resources that are approved.

Develop multi-year load-forecast information and use it in various analyses, including revenue projections.

Coordinate long-term planning activities for resource acquisition; develop the long-term load forecasts and the integrated resource planning study; and maintain the load research program.

In the field of **Trading & Scheduling:**

Analyze and produce short and intermediate-term schedules for the operation of generating units and plants in accordance with power plant and unit characteristics, power sales contracts, gas contracts and water deliveries to District electric load in the most economical way.

Analyze and produce instructions, procedures, logs, records and reports related to load dispatching and field operations, and general instruction orders for energy resource scheduling and dispatching; review daily system record for general instruction orders, compliance and accuracy.

Analyze and produce a variety of studies, forecasts and schedules related to power generation to meet system needs and abnormal contingencies.

Identify and negotiate short and intermediate-term wholesale contracts and transactions that will maximize beneficial use of District generation, transmission, contracts, and related assets.

Analyze and make recommendations for managing participation in the ancillary services markets; manage projects for development implementation and training of new processes related to power scheduling.

May serve as Scheduler I or Scheduler II. May require working up to 12-hour shifts, nights, and weekends, and may be required to be on-call for limited periods of time.

In the field of **Rates**:

Determine electric utility retail cost to provide service by preparing a Cost-of-Service study identifying unbundled costs by customer class.

Produce electric retail revenue estimates for the coming year and projections of revenue over a multi-year period using the most current load-forecast information.

Prepare a competitive position report identifying the competitive position of the District's products and services. Determine if new rates should be designed or existing rate structures redesigned through the competitive comparison of rates with other utilities' rates and District's cost to provide the service. Prepare new or revise rate design for products and services. Determine impact on individual customers for any rate change.

Coordinate and facilitate the activities of the Rate Committee.

Produce electric retail revenue estimate for the coming year and projections of revenue over a ten-year period. Develop and use load-forecast information in determining these revenues.

Prepare and analyze material related to the cost structure for each retail rate schedule. Analyze customer load data for use in allocating costs to various rate classes.

Recommend rates for each rate class for retail electric service.

In the field of **Risk Management**:

Design, program, modify, and operate systems for measuring, monitoring, and reporting financial risk from power supply position, fuel supply position, and other issues, consistent with Risk Management Policies adopted by the Board and Procedures adopted by the Risk Management Committee.

In the field of **Settlements and Reports**:

Conduct analysis related to preparation and approval of invoices related to power supply, transmission, and fuel.

Model in scheduling and settlements software systems.

Prepare statistical, financial, and planning reports related to the Energy Resources Administration; ensure compliance with Federal, State and local government rules, regulations and standards, and electric and fuel contract requirements.

In the field of Energy Services:

Perform professional analysis of customer energy use and determine solutions to complex energy problems. Perform analysis of customer energy efficiency projects. Assist in Demand-Side Management program design, application and evaluation.

Maintain and expand effective relationships with customers.

Assist in research, development, production, and marketing of potential new services, products, and programs.

Assist in the District-wide coordination of the District's public benefits programs.

Perform analysis on the feasibility of market penetration in various geographical and market niche areas.

General:

Assist in the training of other District staff.

Assist in the supervision of tasks assigned to other District staff or consultants, as directed.

Manage, develop, modify and utilize computer models and other computer applications in the performance of the assigned duties.

Coordinate Energy Resources Administration related activities with other District administrations, departments, and outside agencies.

Make professional presentations to the District management, including the Board of Directors, and others.

Provide analysis and recommendations on regulatory matters directly affecting the Energy Resources Administration.

May serve as acting Department Manager as assigned.

Comply with all District rules, regulations, policies and procedures.

Non-Essential Functions:

Perform other related duties as required or assigned by supervisor.

TYPICAL QUALIFICATIONS:**QUALIFICATIONS**

Any combination of experience and education that would likely provide the required skills and abilities is qualifying. A typical way to obtain the skills and abilities would be:

Education

Utility Analyst I, II

Usually exhibited by a person with a Bachelor's degree from an accredited college or university in a highly analytical field such as engineering, accounting, finance, science, math, or economics.

Experience

Utility Analyst I

Usually exhibited by a person with two (2) years experience in one or more of the above fields of concentration or a position that would prepare one for such field(s).

Utility Analyst II

Usually exhibited by a person with five (5) years experience in one or more of the above fields of concentration or a position that would prepare one for such field(s).

Skills and Abilities

Interpersonal and Communication.

Utility Analyst I - Must have ability to: establish and maintain effective working relationships with those contacted in the course of work; demonstrate excellent customer service skills; communicate clearly and concisely, both orally and in writing; and prepare clear and concise financial and administrative reports.

In addition to the Utility Analyst I requirements:

Utility Analyst II - Must be able to interact with the Board of Directors, Commissioners, elected and appointed officials as well as management level utility personnel.

Maintain a positive work atmosphere by acting and communicating in a manner so that you get along with customers, clients, co-workers and management.

Technical and Analytical.

Utility Analyst I - Knowledge of the principles and techniques of analytical and statistical analysis, basic accounting, basic utility operation and economic evaluation.

In addition to the Utility Analyst I requirements:

Utility Analyst II - Knowledge of: electric utility operations, including electric generation, transmission, and sub-transmission operation; principles, methods, practices, and techniques used in resource, rate and marketing practices; principles and techniques of rate analysis, both short and long-term load and resource forecasting, resource planning, statistics, economics and accounting; electric utility rate making including cost analysis techniques and methods of cost allocation; basic principles of electricity; and financial tools such as forward contracts, options, futures contracts and swaps. A basic understanding of: database design and operation; methods of risk management. Must also have ability to research, analyze, and evaluate new program techniques, methods, and procedures.

Administration and Operations.

Utility Analyst I - Ability to: recognize and evaluate changing industry conditions, and develop strategies to address change. Develop and prepare complex analysis and models for assigned work. Demonstrate familiarity in performing duties related to assigned activities.

In addition to the Utility Analyst I requirements:

Utility Analyst II - Must have ability to supervise, train and evaluate assigned staff. Must have knowledge of industry terms and the ability to negotiate.

SUPPLEMENTAL INFORMATION: SELECTION CRITERIA

Item	Percentage Required to Obtain a Passing Score
Oral Interview	70%

Medical Examination

This position may require a medical examination to determine medical fitness for performing the duties assigned to the position or classification. Drug testing in accordance with the FHWA regulations may also be required. (Details may be obtained from the Human Resources Department upon request.)

The Turlock Irrigation District is an Equal Opportunity Employer. It does not discriminate on the basis of, race, color, ancestry, religious creed, national origin, sex, physical and mental disability, medical condition (cancer related), age (over 40), and marital status.

Assistance is available in filling out job applications for disabled individuals.

Applicants will be subject to drug testing in accordance with FHWA regulations, when the position requires a Commercial Driver's License.

The Turlock Irrigation District's bargaining unit positions are a part of an agency shop.

The Turlock Irrigation District provides reasonable accommodations to applicants and employees with a disability in accordance with federal and state law.

SUBMIT APPLICATION TO:

Human Resources Department, via our web site at www.tid.org.

Internal and External applicants may apply **starting Monday, September 23, 2019.**

Position is open until filled or until enough applications are received for consideration.

Adam Bolanos

abbolanos@tid.org

Human Resources Analyst

(209) 883-8620

APPLICATIONS MAY BE FILED ONLINE AT:

<http://www.tid.org>

Job #1500

UTILITY ANALYST I-II - RESOURCE PLANNING

AB

OUR OFFICE IS LOCATED AT:

333 East Canal Drive

Turlock, CA 95380

209-883-8620

abbolanos@tid.org

An Equal Opportunity Employer

Utility Analyst I-II - Resource Planning Supplemental Questionnaire

- * 1. Describe any experience you may have in resource planning and/or load forecasting.
- * 2. Describe any experience you may have in negotiating contracts.
- * 3. Describe any experience you may have in California legislation and/or regulation.
- * 4. Describe any experience you may have in energy trading (or other related products).
- * 5. Describe any experience you may have in financial analysis and/or budgeting.
- * 6. Describe any education or experience you may have using spreadsheets, databases, and/or cost modeling.
- * 7. Describe any education or experience you may have using higher mathematics and statistics.

* Required Question