

DEFINITION:

Under general direction, provides supervision and leadership for the Electric Utility Resources Division that involve management of the utility's long-term natural gas portfolio and complex interactions with joint action agencies.

EXAMPLES OF DUTIES:

NOTE: The following are the duties performed by employees in this classification. However, employees may perform other related duties. Duties listed are not necessarily performed by each individual in the classification.

1. Supervise assigned professional, technical and clerical staff.

Measures: Work is accomplished with emphasis on team work and collaboration.

2. Supervise the design and implementation of financial/operational computer studies required to formulate recommendations in connection with the feasibility of resource development activities.

Measures: Timely completion of accurate studies. Clear and logical evaluation of factors leading to a recommendation as to resource feasibility and the rate implications.

3. Manage the long-term natural gas portfolio.

Measures: Complete understanding of the long-term natural gas and transportation markets along with the optimization of the utility's natural gas assets.

4. Manage the development of electric power resources, including generation/transmission projects and power contracts.

Measures: Comprehensiveness in consideration of alternatives. Timeliness in meeting various deadlines. Well-reasoned recommendations regarding alternatives for development.

5. Design and/or utilize computer models to analyze electric utility loads, resources, contracts and economics, and to prepare statistical, feasibility and sensitivity analyses.

Measures: Timely, complete, accurate and useful models and analyses.

6. Administer consulting contracts; prepare requests for consultant proposals and evaluate such proposals.

Measures: Communicates effectively with consultants; monitors consultant's work for compliance with the contract. Effectiveness of request for proposals as determined by

consistency of responses. Objective and logical proposal evaluation.

7. Coordinate electric utility resource projects.

Measures: Project development realistically scheduled to best meet utility goals and system plans. Early identification of potential problems and proposed recommendations to resolve such problems. Successful coordination of project development tasks resulting in their timely, legal, technical and successful completion.

8. Acquire, manage and maintain data used by utility for planning purposes.

Measures: Timely, complete, accurate, relevant and easily accessible data.

9. Prepare and present public relations materials, feasibility/sensitivity reports and other technical reports as required.

Measures: Timely and accurate reports. Preparation and presentation of: (1) material that helps to inform the public of planned development and provides opportunity for constructive feedback from the public, and (2) technical information in a format understandable to decision makers.

10. Provide the projections of, planning for, and development of long-range strategic plans to assure adequate capacity and reliability at lowest cost.

Measures: Acceptable review and analyses of various potential projects as they may affect long-range plans. Prudent collection and evaluation of project data for use in system planning. Clear and logical evaluation of factors leading to recommendations regarding system planning. Explainable differences between current and past plans.

11. Interface with state and federal legislative and regulatory bodies regarding resource development.

Measures: Effective communication with legislators and regulatory agencies. Valid recommendations regarding continued development of particular alternatives.

12. Screen new proposed resource projects.

Measures: Logical and comprehensive evaluation of alternatives, which includes valid recommendations regarding continued development of particular alternatives.

13. Supervise the analysis of wholesale and/or retail electric utility rates and make recommendations regarding implementation of any rate designs.

Measures: Timely, complete and accurate analyses leading to sound recommendations.

14. Perform other related duties as assigned.

QUALIFICATIONS:

Knowledge of:

Various electric power resources; natural gas markets, resource planning (including personal computers, software, and production cost and financial models used therefore); power contracts; State and Federal energy regulations; and electric utility operating practices and procedures.

Ability to:

Interact effectively with the public, City Council, City management and employees; work closely with and provide policy recommendations to Electric Utility Director and Group Managers; support and cooperate with other divisions and departments in the City; conduct research, make complex calculations quickly and accurately; manage financial matters as they relate to Electric Utility's issues; make accurate engineering, economic and financial forecasts; demonstrate professional competency in resource planning, natural gas portfolio management, and load forecasting; prepare/present complex studies and various reports for/to governing commissions and regulatory agencies; negotiate agreements with Federal and State agencies; lead by example to enhance efficiency, productivity, and service to the customer; handle sensitive and confidential information appropriately; maintain effective working relationships with various internal and external groups and individuals; select, supervise, train, and evaluate direct staff; work independently; and communicate effectively in both oral and written manner.

Education:

Any combination of training and experience that provides the required knowledge, skills, and abilities is qualifying; typical education would include a Bachelor's degree in engineering, mathematics, economics, business or physical sciences from an accredited college, university, or equivalent.

Experience:

Typical experience would include seven years of increasingly responsible experience in electric utility resource development, natural gas portfolio management, planning and contract negotiations, including a working knowledge of pertinent Federal and State regulatory procedures, resource planning models, and wholesale/retail rate design; or modeling electrical utility operations including load forecasting, resource planning and wholesale/retail rate design; where five of the seven years of experience are derived from appropriately related electric utility experience. Must have extensive experience in electric utility wholesale rate philosophy and design, utility resource development, the utility regulatory process, and superior skills in the development and application of PC-based planning models and spread sheets. Experience performing detailed production cost analyses desirable.

Special Requirements:

Possession of a valid California driver's license, or the ability to acquire one within ten days of appointment.

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