

## CHIEF UTILITIES SYSTEM ANALYST

### **PURPOSE AND NATURE OF WORK**

Position is responsible, through a small professional staff, for development of Lafayette Utilities System's retail electric, and retail/wholesale water and wastewater rates, its budget, and all financial and statistical reporting and analyses. Incumbent works under the general direction of the Customer and Support Services Manager and has supervisory responsibility for a staff of analysts.

**ILLUSTRATIVE EXAMPLES OF WORK** (Note: These examples are intended only to illustrate the various types of work performed by the incumbent in this class. All of the duties performed by the incumbent may not be listed.)

Creates, supports, and manages the capital and operating budgets and all financial reports of LUS, working with divisions on budget preparations and modifications throughout the fiscal year and through five-year planning cycles. Oversees LUS budget meetings and presents at City/Parish Council for annual budget hearings. Leads and participates in the development of utility rates charged for retail electric and retail/wholesale water and wastewater with the aim to recover costs of providing the services while remaining competitive. Supervises quantifying costs of Lafayette Utilities System's operations, the comparison of them with similar utilities, and initiation of improvements in efficiency. Supports and performs all rate-related matters of customer acquisition, retention, and service contract negotiation, including the analyses of bills, negotiations of adjustments, and revenue assurance. Reviews and participates in preparation of complete analyses of reports and recommendations concerning the economics of a 50% owned coal fired generation unit. Keeps abreast of the legislative, regulatory, and competitive environment, identifies opportunities or disadvantages to the Utilities, and initiates appropriate actions. Leads finance team in preparation of FEMA submissions following qualifying emergencies. Performs related work as required.

**NECESSARY KNOWLEDGE, ABILITIES, AND SKILLS** (include, but are not limited to)

Thorough knowledge of rate schedules of the Lafayette Utilities System and of its competitors.

Thorough knowledge of methods of rate development for retail electric and retail/wholesale water/wastewater customers, and applicable regulations.

Through knowledge of utilities accounting, financial analysis, budgeting, and revenue assurance.

Knowledge of the utilities' organization, facilities, and operations.

Knowledge of methods of forecasting, projection, and descriptive statistics.

Ability to quantify measures of operating efficiency, perform comparisons, communicate these to management, and obtain improvements in performance.

Ability to form and maintain effective working relationships with officials of other utilities, elected officials, employees, and the public.

### **DESIRABLE TRAINING AND EXPERIENCE**

Baccalaureate degree in Accounting, Finance, Business or related field, with prior experience in utility accounting, financial reporting, statistical financial analysis, retail/wholesale rate development, and revenue assurance, or an equivalent combination of education and experience.