

UTILITIES RESOURCES ANALYST

PURPOSE AND NATURE OF WORK

Single position in this class is responsible for providing analytical and strategic support to the Department of Utilities by coordinating the capital improvements program, participating in the purchase and sale of power, monitoring fuel and associated transportation costs, performing integrated resource planning duties, and administering of utility and consultant contracts. Incumbent has no supervisory responsibility and works with substantial independence under the general direction of the Utility Marketing Supervisor.

ILLUSTRATIVE EXAMPLES OF WORK (Note: These examples are intended only to illustrate the various types of work performed by incumbents in this class. All of the duties performed by any one incumbent may not be listed, nor does any incumbent necessarily perform all of these duties.)

Compiles the five year capital improvement plan and meets monthly with project managers to determine proper project scheduling for Water, Wastewater, and Electric divisions. Tracks progress of capital improvement projects and financial expenditures. Coordinates with project managers to ensure awareness of project status, and reports status to the Utility Marketing Supervisor and/ or the Director of Utilities.

Assists engineers with electric generation dispatch programs and modeling functions. Active participation in negotiation of gas, coal, and fuel transportation contracts, and evaluation of same. Prepares projections and forecasts for planning generation costs, fuel purchases, power sales and purchases, and transmission arrangements. Participates in strategic planning related to fuel and purchase power utilization as well as electric transmission arrangements. Provides economic modeling and evaluations in conjunction with consultants on utilities matters.

Participates in power supply planning, including long-term planning of gas and coal fired units. Participates in power supply proposals and fuel procurement on a daily basis, including advising management on financial and operational needs of coal and gas unit operations. Assists LUS management with financial and operational analysis relating to LPPA/Cleco/LEPA and the administration of the Joint Ownership Agreement, including creating and monitoring the LPPA budget, reviewing monthly reports from Cleco, and reviewing and processing invoices. Monitors coal inventory and creates reports for presentation to LCG Administration. Provides information for LPPA cash flow reports. Participates in the development of criteria and assumptions for system planning and analyses. Participates in evaluating power resource needs and resources to efficiently manage and utilize power resources.

Creates production models to estimate fuel generation, consumption, and prices. Documents and analyzes operational performance. Produces monthly Fuel Adjustment Calculations for the purpose of adjusting billing charges to customers and reports information to management and the administration. Analyzes/ reviews Transmission Interconnection Agreements and their effects on generation production. Assists with monitoring regulatory filings and determines applicability; coordinates filings with appropriate regulatory agencies, including the LSPC and FERC.

Partners with MISO Regional Transmission Organization. Monitors and reviews costs and unit parameters for offers to the MISO market and evaluates costs and revenues from the MISO market. Evaluates and analyzes unit operations and market/regulatory changes to optimize unit performance in MISO. Reviews and processes settlements and invoices. Participates in and monitors several MISO working groups. Monitors regulatory proceedings dealing with market, transmission and generation issues as they relate to LUS.

Performs related work as required.

NECESSARY KNOWLEDGE, ABILITIES, AND SKILLS

Knowledge of utility system requirement in relation to various fuel and transportation contracts, and power generation supply/ demand.

Knowledge of utility rate development.

Working knowledge of electric generation joint ownership agreements.

Knowledge of quantitative analysis methods, electric production economics, advanced principles, practices and methods of planning and analysis with ability to independently compile long-range operational plans and monitor progress.

Knowledge of accepted and required methods of capital budgeting, project administration and contracting.

Knowledge of area utility finance, rates, rate development, contract interpretation, development and negotiation.

Knowledge of generator performance including heat rates, efficiencies, and capacity factors.

General computer knowledge including usage of Excel and various technical, economical software.

Ability to analyze utility operational and financial data to present best practices.

Ability to perform business transaction Cost/ Revenue modeling.

DESIRED EDUCATION AND EXPERIENCE

Bachelor's Degree in Engineering, Business, Economics, Computer Science, Mathematics, and substantial experience providing operational analysis for a utility or similar entity.