



Energy Analyst

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ABOUT SONOMA CLEAN POWER

Sonoma Clean Power (SCP) is the locally controlled electricity provider in Sonoma and Mendocino Counties. We provide residential and business customers the option of using environmentally friendly power, generated by renewable sources, like solar, wind and geothermal at competitive rates.

SCP is a non-profit agency, independently run by the Sonoma County cities and towns that have joined the program, including Sonoma, Santa Rosa, Cotati, Windsor, Cloverdale, Rohnert Park, Sebastopol, Petaluma, Willits, Fort Bragg, Point Arena, and Sonoma and Mendocino Counties, which represent unincorporated communities.

SUMMARY DESCRIPTION

Persons working in this job class will receive direct supervision from the Power Services Manager and work across the organization with Sonoma Clean Power (SCP) leadership and staff in some or all functions related to power supply planning, demand load forecasting, risk management, and settlements. The individual in this position will develop significant subject matter expertise in SCP's operations, and will be required to work independently on various projects as they come up, including topical research, model building, customer energy data analysis & reporting, database development and process improvement.

As systems are implemented, this position will have increasing and significant autonomy to explore novel solutions to problems facing SCP as a load-serving entity (LSE) with core mandates of reducing greenhouse gas emissions, maintaining competitive and stable electric rates, supporting local Sonoma County economic development and meeting SCP's obligations under various legislative and regulatory mandates.

EXAMPLES OF ESSENTIAL JOB FUNCTIONS (Illustrative only)

This class specification indicates, in general terms, the type and level of work performed as well as the responsibilities of employees in this classification. The job functions described are not to be interpreted as being all-inclusive to any specific employee.

Responsibilities may include:

- Support SCP's CAISO scheduling coordination and load forecasting functions.
- Work closely with Customer Service on customer data requests and billing analyses.
- Conduct market and portfolio modeling and analysis of SCP's power supply position to effectively monitor and manage exposure to adverse market changes.
- Collect, assemble, analyze and interpret data from manual and automated information systems and related programs; coordinate and negotiate input and involvement of staff members when project scope involves multiple areas; document work flow; analyze systems to identify inefficiencies and design productivity systems to maximize SCP's effectiveness in services and operations.
- Provide expertise in creation and support of systems benchmarking for anticipated system implementations, enhancements or modifications by providing documented system specifications, evaluating vendor proposals, and recommending appropriate courses of action.
- Utilize a variety of computer software programs to prepare reports, graphs and other material related to energy resources, finance models and customer statistics.
- Provide quality control on reports from vendors.
- Track and validate invoice payments and prepare related reports to management.
- Provide technical support around the California Independent System Operator (CAISO) settlement process.
- Prepare and provide reporting to agencies such as the U.S. Energy Information Administration, California Public Utilities Commission, California Independent System Operator, and the California Energy Commission.
- Develop and manage process to formally report Greenhouse Gas (GHG) Emission factor through third party verification. Analyze broad variety of data to assess market readiness, potential benefits, and performance valuation for customer programs.
- Keep abreast of customer trends, patterns, and issues; use data to evaluate current trends and determine if existing policies or procedures should be modified to better serve SCP customers.
- Work closely with SCP staff to use data and successfully develop and implement customer responsive programming.
- Provide input and feedback in the ratemaking process.

REQUIRED QUALIFICATIONS

Education: Equivalent of a Bachelor's degree from an accredited college or university with major course work in business, economics, engineering science, statistics, mathematics, computer science or related field. Demonstrated technical and analytical skills in systems and processes is required AND,

Experience (preferred but not required): Three (3) years of increasingly responsible, relevant work experience.

PHYSICAL AND WORKING CONDITIONS

The physical and mental demands described here are representative of those that must be met by employees to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Normal office environment with exposure to computer screens. Employees will interact with staff and/or public and private representatives in interpreting and enforcing the Authority's policies and procedures. Some travel is required.

Physical: While performing the duties of this class, employees are regularly required to sit, walk, and stand; talk or hear, in person and by telephone; reach with hands and arms. Employees are occasionally required to walk, and stand for prolonged periods; stoop, bend, kneel and twist; and may lift up to 20 pounds. Employees must be able to communicate in person, in writing, and by telephone with Board members, management, coworkers, vendors, consultants, and with the public in face-to-face, one-to-one, and group settings. Position requires the ability to frequently travel to relevant California locations to meet with state agencies and law makers.

Salary/rate is negotiable and DOE.

THE SONOMA CLEAN POWER AUTHORITY IS AN EEO/ADA EMPLOYER