



HUMAN RESOURCES DEPARTMENT

City of Burlington

179 S. Winooski Avenue, Burlington, Vermont 05401

Voice (802) 865-7145

Fax (802) 864-1777

Vermont Relay: call 7-1-1 or 800-253-0191

RESOURCE PLANNER BURLINGTON ELECTRIC DEPARTMENT

POSTING DATE: October 26, 2011

DEADLINE TO APPLY: November 16, 2011

RATE OF PAY: \$52,424.94 - \$85,942.69/yr doe

CLASSIFICATION GRADE: NS8

Union: Non-union

EXEMPT/NON-EXEMPT: EXEMPT

POSITION STATUS: REGULAR FT

This position is responsible for developing and implementing long-term power resource strategy for Burlington Electric Department (Department) that is flexible and will ensure that the Department will be in the best position to continually balance customer demands, costs, environmental impact, and quality of service, including the development and coordination of rate design strategies.

ESSENTIAL FUNCTIONS:

- Develops and proposes resource planning strategies to management and regulatory bodies for review.
- Implements resource planning risk management strategies
- Performs wide variety of complex economic analysis of power supply decisions including investment in generation resources and contract commitment decisions
- Maintains a strong understanding of financial markets and portfolio theory
- Submits bids for reserve markets and other spot market products and monitors settlement documents in coordination with the generating plant bid activities.
- Develops and monitors analysis to optimize load/demand and generation resource bidding into ISO-NE markets
- Develops and implements a long-term power supply and demand-side management resource planning strategy and action plan, and performs associated analysis.
- Develops power supply cost analyses in connection with rate increase/decrease filings as required
- Assists in preparation of annual power supply budget development, budget updates, and five-year financial plan and other budget planning as required
- Develops and presents testimony and exhibits for use before regulatory agencies.
- Negotiates cost-effective power supply purchase and sales contracts including EEI or other Shelf Agreements to facilitate resource purchases or sales.
- Maintains an understanding of industry credit standards and monitors counterparty creditworthiness.
- Presents positions to staff, Commission, City Officials, other utilities, and regulatory agencies.
- Furnishes resource planning-related information for use by ISO-NE, NEPOOL, VELCO, other utilities, regulatory agencies, and study groups.
- Actively monitors and participates in the analysis and design of new or existing markets, including the ISO-NE standard market design, ancillary service markets, capacity markets, and energy markets
- Represents BED on various committees and acts as alternate on ISO-NE governance committees such as the ISO-NE Market Committee, the IRH Management Committee, and others as assigned.
- Conducts studies to analyze the environmental impact of various resource options on customers, and makes appropriate recommendations.
- Stays abreast of market-based pool system bidding protocols.
- Performs billing and settlement verification of ISO-NE and VELCO billing statements.
- Conducts studies related to natural gas procurement, transportation, distribution, and sales.
- Monitors FERC filings and rulings for issues related to the Department.
- Prepare concise and meaningful reports including summary of purchases and sales position, verification of delivery, credit worthiness reports on existing and proposed counter parties, and risk assessment reports
- Support resource planning functions by maintaining, analyzing and evaluating complex data sets
- Coordinate the preparation, filing, and implementation of cost of service and rate design studies in accordance with current Public Service Board (PSB), and other regulatory requirements.
- Prepare timely and effective rate design filings in accordance with the PSB, including necessary tariff revisions, and cost allocation studies.
- Testify before the PSB in rate hearings, as required.
- Research and develop creative, effective rate design strategies, which support the Department's long-range financial plan.
- Performs other duties as assigned.

MINIMUM QUALIFICATIONS:

- Bachelor's Degree in engineering, economics or math related curriculum required
- Minimum 5 years of experience in utility resource planning environment, or an equivalent combination of education and experience required
- Demonstrated understanding of intermediate level economics preferred
- Demonstrated ability to successfully complete complex negotiations preferred
- Working knowledge of federal, state, and other rules and regulations related to transmission access and pricing
- Experience with market based bidding practices, commodity markets, and product pricing in a competitive market is desirable
- Familiarity with general utility operation and a working knowledge of resource planning, contract negotiation and contract administration are necessary
- Knowledge of NEPOOL rules and billing preferred
- Experience in energy trading or financial commodity preferred
- Demonstrated ability to understand financial risk hedging instruments such as call/put options required.
- Proficiency in a Windows environment with advanced skills in spreadsheet, and word processing.
- Ability to communicate and work effectively with others
- Ability to work independently under pressure
- Ability to effectively communicate both orally and in writing
- Ability to negotiate complex energy transactions
- Ability to perform detailed and complex analysis
- Ability to work in a multi-task environment
- Ability to work accurately and meet deadlines
- Ability to comprehend and interpret complex operating rules and procedures as set forth by the ISO-NE
- Ability to create spreadsheets, use tools developed by others, in order to accomplish assignments for both recurring and new projects.
- Ability to interact with internal and external City officials, local, state, and regulatory entities in a professional and courteous manner.
- Ability to process and handle large amounts of data efficiently and effectively, required
- Ability to travel occasionally.

The City of Burlington does not discriminate on the basis of race, color, national origin, sex, sexual orientation, religion, age or disability in employment or the provision of services. Submit CITY OF BURLINGTON APPLICATION, resume and cover letter to: Human Resources Department, 179 S. Winooski Ave, Burlington, VT 05401. Available in alternative formats for persons with disabilities. For disability access information, or to request an application, contact Human Resources at (802) 865-7145 or 865-7142 (TTY) or visit us at

www.hrjobs.ci.burlington.vt.us

WOMEN, MINORITIES, AND PERSONS WITH DISABILITIES ARE HIGHLY ENCOURAGED TO APPLY. EOE.