

Job Code

CITY OF RIVERSIDE

Approved/Adopted Date

7520
7521 (NC)

HUMAN RESOURCES DEPARTMENT

07/09/10
Revised

CLASSIFICATION SPECIFICATION

TITLE: UTILITIES POWER RESOURCES MANAGER
UTILITIES POWER RESOURCES MANAGER (NON-CLASSIFIED)*

Working Titles: Power Planning/Marketing Manager
Power Contracts/Projects Manager
Power Market Operations Manager

DEFINITION

Under general direction, to plan, direct, supervise, and review the development of wholesale power supply resources in the electric utility industry; to provide professional and technical staff assistance; and to do related work as assigned.

DISTINGUISHING CHARACTERISTICS: Positions designated as Non-Classified are exempt from the classified service. The Incumbent shall be appointed "at-will" and serve at the pleasure of the City Manager.

REPORTS TO: Utilities Assistant General Manager/Resources

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the Utilities Assistant General Manager/Resources. Exercises general supervision over professional, technical, and clerical staff.

EXAMPLES OF DUTIES

REGARDLESS OF ASSIGNED AREA, TYPICAL DUTIES MAY INCLUDE, BUT ARE NOT LIMITED TO, THE FOLLOWING:

- Participate in the development and implementation of goals, standards, objectives, policies, and procedures.
- Evaluate potential opportunities for power supply acquisition/optimization and power project participation; negotiate and administer contracts with various wholesale market participants to optimize power supply opportunities and resolve power supply issues.
- Supervise and participate in negotiation, development, and administration of contractual arrangements for electric resources.
- Serve as departmental representative on City and project committees, power agencies, reliability councils, and industry associations.
- Provide and defend sworn testimony related to wholesale power supply matters affecting the department.
- Supervise the preparation of reports and graphic displays for presentations to the Board of Public Utilities, City Council and regulatory agencies.

- Supervise and coordinate selection of professional consultants and their activities related to Division activities.
- Select, supervise, train, and evaluate professional, technical, and clerical staff.
- Develop and implement procedures to effectively carry out optimization of the City's power resource, transmission, and load portfolios within acceptable risk and policy standards of the City.
- Travel on a regular basis, as required, to receive training, develop and maintain industry relationships, influence market development, participate in legislative and regulatory matters, and provide and defend testimony before regulatory agencies.
- Develop relationships with existing and potential counterparties to enhance the City's ability to function effectively in wholesale power supply markets.
- Participate in development of utility policies, resource planning, resource evaluation and development of operating and risk management procedures and practices.
- Coordinate with staff and executive management to keep apprised of utility needs, interests and policies, and to communicate status and industry developments.
- Evaluate, plan and manage City participation in various joint agencies and related activities, represent the City in joint resource development projects, manage City development of power supply projects, supervise and coordinate related activities of staff representatives.
- Assist in preparation and administration of division budget.
- Prepare and present to executive management periodic reports of transaction performance and market conditions.

IN ADDITION, TYPICAL DUTIES MAY INCLUDE, BUT ARE NOT LIMITED TO, THE FOLLOWING WHEN ASSIGNED TO THE DESIGNATED AREA:

Power Planning/Marketing area:

- Plan, supervise, and review activities related to the planning, selection, acquisition, development, and management of power resources.
- Supervise the modeling, analysis, and growth forecasting of City load patterns and resource utilization; identify factors affecting City loads and related impacts on load growth.
- Interpret and evaluate economic analyses, planning data, and study results in the formulation and implementation of recommendations.
- Obtain and evaluate preliminary and official market survey data and potential opportunities for power supply acquisition and power project participation.
- Supervise preparation of long-range Integrated Resource Plan and reports to regulatory bodies.
- Manage the development and maintenance of forward market information, including price and fundamental information effecting the projection of market trends.
- Manage development of annual power supply budget and long-term power cost forecasts, integrated into the departmental financial plan.

- Manage and supervise the development and implementation of forward strategies to enhance and optimize the City's market positions in a fiscally responsible manner.
- Develop and implement policies and procedures to ensure that power planning/marketing activities comply with Northern American Electric Reliability Corporation (NERC) / Western Electricity Coordinating Council (WECC) requirements and contractual provisions.

Power Projects/Contracts area:

- Develop and manage the Power Supply Capital Improvement Program.
- Represent the City in negotiating and administering joint power resource development projects, regional transmission and power generating projects, and various other local and regional committees.
- Administer all power supply contracts; monitor, coordinate and develop strategies related to legal disputes.
- Serve as departmental representative on City and project committees, agencies, and industry associations.
- Provide executive management with economic analyses of proposed litigation settlements; meet and confer with representatives from other organizations to negotiate the settlement of disputes.
- Coordinate the legal review of proposed contractual arrangements by City and outside counsels.
- Periodically evaluate performance and compliance of existing power contracts; report evaluation results to executive management regarding their benefits and burdens.
- Manage the settlement of natural gas purchases and wholesale power supply transactions with traditional counterparties and the California Independent System Operator.
- Develop and implement policies and procedures to ensure that power contracts/projects activities comply with NERC / WECC requirements and contractual provisions.

Power Market Operations area:

- Supervise day-ahead and real-time trading to optimize City benefits; manage transmission, ancillary service, capacity and energy requirements and opportunities; develop and supervise implementation of strategies for the trading of wholesale power products.
- Implement and supervise trading controls to comply with City policies regarding energy/counterparty risk management, and other related policies.
- Supervise the data management, computer processing activities, and network computer system used for day-ahead and 24-hour real-time market operations.
- Develop and coordinate implementation of resource utilization/scheduling strategies to maximize supply portfolio opportunities and benefits consistent with City policies.
- Develop and implement policies and procedures to ensure that power market operations activities comply with NERC / WECC requirements and contractual provisions.
- Obtain and evaluate market survey data and potential opportunities for day-ahead and real-time trading opportunities; implement strategies related thereto.

QUALIFICATIONS

REGARDLESS OF ASSIGNED AREA, KNOWLEDGE OF:

- Transaction negotiation techniques, strategies and settlements.
- Contract law and Federal/State utility regulations.
- Market operations related to bilateral and centralized market trading of wholesale power and natural gas.
- Principles and practices of organization, administration, budget, personnel management, risk management, and information systems.
- Power contracts, planning and/or market operations with specific knowledge of market operations under the California Independent System Operator's agreements and tariffs.
- Information systems and applications related to wholesale power and gas trading and settlement activities, including data analysis techniques.
- Principles and practices of power pooling, control area operations, and energy interchange.
- Engineering economics and utility finance/accounting practices.
- Principles and practices of public utilities management.

IN ADDITION, KNOWLEDGE OF THE FOLLOWING WHEN ASSIGNED TO THE DESIGNATED AREA:

Power Planning/Marketing area:

- Production cost modeling theory and practices.
- Advanced mathematic analyses, finance, economics, accounting, and statistical methods.
- Physical and financial trading strategies and processes related to the electricity and natural gas markets, such as swaps, basis trades, options, index priced commodities, spreads, straddles, collars, caps, fences.
- Advanced financial risk management theory and evaluation techniques related to forward trading in wholesale power and gas markets.

Power Projects/Contracts area:

- Bilateral and centralized wholesale power market contract development and administration.
- Contract principles, negotiation, structuring and drafting.
- Principles of load forecasting; long-term trading, mid-term trading, day-ahead market trading and real-time market trading.
- Practices and procedures of the Federal Energy Regulatory Commission (FERC), California Energy Commission (CEC), California Public Utilities Commission (CPUC) and other regulatory agencies.
- Power contract and project joint administration principles and practices involving technologies such as nuclear, hydroelectric, fossil-fueled, geothermal, wind, landfill gas and solar.

Power Market Operations area:

- Operational requirements of power and natural gas resources and markets.
- Day-ahead and real-time trading in bilateral and centralized wholesale power market environments.
- Principles of market operations in the California Independent System Operator's markets.
- WECC interstate bulk power transmission system utilization.
- WECC / NERC Reliability Standards affecting wholesale power trading.

REGARDLESS OF ASSIGNED AREA, ABILITY TO:

- Perform technical and economic analysis of resource options.
- Negotiate, coordinate, and administer contractual arrangements with counterparties and the California Independent System Operator.
- Resolve transaction and regulatory issues.
- Communicate complex subjects clearly and concisely, orally and in writing.
- Establish and maintain effective working relationships with representatives of other industry organizations.
- Select, supervise, train, and evaluate professional, technical, and clerical subordinates.
- Identify and evaluate potential opportunities for resource optimization.
- Serve on intra- and inter-organizational committees, teams, and task forces related to the power industry.
- Establish and maintain effective working relationships with associates, department and City executive management, as well as other City departments and outside agencies.
- Develop business relationships with outside entities including private and public utilities, marketing/trading firms, power brokers, legal counsel, and regulatory agencies.
- Work closely with legal counsel to develop and defend testimony in judicial, regulatory and administrative law proceedings.

WHEN ASSIGNED TO THE DESIGNATED AREA, ABILITY TO:

Power Planning/Marketing area:

- Evaluate resource needs to meet long-term forecasted loads.
- Plan, schedule, and coordinate resource planning, term trading, and management activities involving staff, counterparties, and other City departments, divisions or sections.

- Apply principles of finance, mathematics, and statistics to evaluate risk/reward relationships pertaining to wholesale power term trading and natural gas transactions; determine the most appropriate strategy for a given situation; identify risk exposure and act accordingly to remain within approved risk management trading limits.
- Effectively implement procedures and policies promulgated by the WECC, NERC, and the California Independent System Operator consistent with the Utility's Internal Compliance Program.
- Direct the implementation of trading and marketing strategies to optimize the City's ability to deliver power in a variety of market areas capturing displacements, swaps, and arbitrage opportunities.
- Manage procurement, maintenance and use of production cost modeling and market analysis computer hardware, software and telecommunications.

Power Contracts/Projects area:

- Plan, schedule and coordinate project/contract activities among staff, transaction counterparties, the California Independent System Operator and other City departments.
- Suggest desired contractual provisions to allow for anticipated economics, changing conditions and risks.
- Represent the City and department on committees/boards created to administer joint projects.
- Perform technical and economic analysis of resource options.
- Negotiate, coordinate, and administer bilateral and centralized power market contractual arrangements with other agencies/utilities and resolve issues.
- Manage procurement, maintenance and use of transaction settlements computer hardware, software and telecommunications.

Power Market Operations area:

- Plan, schedule, and coordinate resource trading and management activities involving staff, counterparties, and other City departments, divisions, and sections.
- Evaluate resource needs to meet short-term forecasted loads.
- Evaluate potential opportunities and implement strategies to optimize resource utilization consistent with Risk Management Policies related to energy/counterparty risk and short-term energy trading.
- Manage procurement, maintenance and use of energy trading computer hardware, software and telecommunications.
- Effectively implement procedures promulgated by the WECC, NERC, and the California Independent System Operator consistent with the Utility's Internal Compliance Program.

Education and Experience:

Any combination of experience and education that would likely provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education: Equivalent to a Bachelor's degree from an accredited college or university with major course work in finance, statistics, law, business, engineering, economics, or other related field.

Experience: At least seven years of progressively responsible supervisory and administrative experience in power resource management, utility finance and ratemaking theory, contract administration, resource planning, market operations, resource planning, transaction development, power project administration or consulting.

Power Planning/Marketing: Specific experience in term trading, risk management, policy administration, market analysis, production cost modeling and natural gas procurement is highly desired.

Power Projects/Contracts: Specific experience in transaction settlements and power contract negotiation and management is highly desired.

Power Market Operations: Specific experience in short-term power trading, resource scheduling, market analysis, planning and working with California Independent System Operator market operations is highly desired.

MEDICAL CATEGORY: Group 1

NECESSARY SPECIAL REQUIREMENT

Possession of an appropriate, valid class "C" California Motor Vehicle Operator's License.

CAREER ADVANCEMENT OPPORTUNITIES

FROM: Utilities Power Resources Manager

TO: Utilities Assistant General Manager / Resources