

PUBLIC UTILITY COMMISSION JOB VACANCY ANNOUNCEMENT



Rate Analyst (Utility Specialist I - II) **REPOST**

SUBMIT STATE OF TEXAS APPLICATION and Transcripts to:
PUC Mail Room, 8th Floor, Rm 8-100, 1701 North Congress Avenue, Austin, TX 78701, or
Email: Recruiter@puc.texas.gov, or
Fax: (512) 936-7054, or
www.workintexas.com

Previous Candidates Need Not Re-Apply

Application Process: Complete a State of Texas Application for Employment documenting how you meet the minimum qualifications. Resumes are not accepted in lieu of a completed application. If a college degree is a minimum required qualification, official/unofficial transcripts are required and must be submitted with the application (if you submit your application via www.workintexas.com, you must submit your transcripts via email to recruiter@puc.texas.gov). If you submit your application via workintexas.com, please **do not** submit another application directly to the PUC. Incomplete applications will not be accepted for consideration. Applicants interviewed will receive written non-selection notification.

Job Vacancy Number: 2019-24R

Division: Rate Regulation

Salary*: \$3,763.17 - \$6,666.67/month

(Commensurate with Qualifications)

Salary Group: B20, B22

Class: 2093, 2094

Type: Full-time Part-time Temporary

*The salary for an ERS Retiree or non-contributing member will be 9.5% less than the offered salary.

**Positions exempt from the Fair Labor Standards Act (FLSA) will earn compensatory time off rather than overtime for hours in excess of 40 hours per week.

Opening Date: January 3, 2019

Closing Date: Open Until Filled

Hours Per Week: 40

Established Work Hours: 8:00–5:00, M-F

(Flextime may be available with supervisory approval)

FLSA:** Non-Exempt Exempt

EEO Category: Professional

VETERAN'S PREFERENCE

Veterans, Reservists, or Guardsmen with a Military Occupation Specialty (MOS) or additional duties that fall in the fields listed in the below link who meet the minimum qualifications are encouraged to apply.

The MOS codes applicable to this position can be accessed at:

http://www.hr.sao.texas.gov/Compensation/MilitaryCrosswalk/MOSC_LandSurveyingAppraisingandUtilities.pdf

If you qualify for a Veteran Employment Preference, it is mandatory that you provide the required documentation with your State of Texas Application. Documentation must be provided before a Veteran Preference can be granted. Required documentation is as follows: Veteran – DD Form 214; Surviving Spouse of a Veteran who has not remarried – Marriage Certificate and DD Form 1300; Orphan of a Veteran who was killed during active duty – Birth Certificate and DD Form 1300.

GENERAL DESCRIPTION

Perform complex regulatory work to include analysis of utility cost allocation, cost unbundling, rate design, and incentive regulation in areas subject to rate regulation. Evaluate rates, costs, pricing, and tariff provisions. Analyze and formulate policy positions on projects and proceedings assigned to the Rate Regulation Division. Maintain contact with representatives of utilities and consumers and with other Commission staff members. Work under general supervision with moderate latitude for the use of initiative and independent judgment.

ESSENTIAL FUNCTIONS

- Analyze cost allocation studies and rate design issues for regulated electric, telephone, water and sewer utilities, and competitive providers, and examine the effect of these issues in the context of regulated and competitive electric, telecom, and water and sewer markets.
- Analyze economic and statistical issues related to the regulated electric, telephone, and water and sewer utility industries as well as issues pertaining to competitive providers in these industries.

- Prepare and present testimony as an expert witness on cost allocation, rate design, and pricing in docketed proceedings before the Commission and the State Office of Administrative Hearings.
- Review and make recommendations on issues in Commission dockets and projects including, but not limited to: tariff revisions, registrations and certifications, performance measures, and compliance with Commission rules and procedures.
- Participate in rulemakings and the development of reports and provide recommendations on electricity, telecommunications, and water and sewer issues.
- Perform analysis of policy issues associated with the regulation of electric, telecommunications, and water and sewer utilities.
- Develop mechanisms to allow the Commission and staff to address electric, telecommunications, and water and sewer issues in non-docketed proceedings, such as special committees, industry workshops, and task forces, and prepare briefing materials and other support as necessary.
- Review electric, telecommunications, and water and sewer industry tariff filings.
- Provide administrative support to cities and telecommunications utilities on matters involving statewide telecommunications franchise fees.
- Continue professional development and maintain knowledge of contemporary issues affecting electric, telecommunications, and water and sewer utilities.
- Respond to inquiries from utilities, Commission staff, other government agencies, and the general public regarding utility rate issues and other industry matters.

MINIMUM QUALIFICATIONS

If a college degree or a particular educational certificate is a minimum required qualification, official or unofficial transcripts must be submitted with the application.

- Bachelor's degree from an accredited college or university with a degree in economics, business administration, finance, or related field.
- Minimum of twelve (12) semester hours in microeconomics, macroeconomics, or statistics, econometrics, or calculus.
- Utility Specialist II: Minimum of two (2) years of full-time work experience in a position involving utilities, economic, statistical, or regulatory analysis.

PREFERRED QUALIFICATIONS

- Graduate degree in economics, business administration, finance, or related field, and/or relevant professional certification (such as CPA, CFA, etc.).
- A minimum of three (3) years' experience in a position of responsibility in the regulation of electric, telecommunications, or water and sewer utilities; electric utility cost allocation; or economic research and analysis relating to the electric, telecommunications, or water and sewer industries, or a combination of these.
- Experience as an expert witness in major regulatory proceedings.
- Knowledge of Commission rules, policies, and procedures.

KNOWLEDGE, SKILLS AND ABILITIES

- Proficiency in the use of personal computers, including Excel, Word, and PowerPoint software programs.
- Strong oral and written communication skills; strong analytical and quantitative skills.
- Ability to analyze complex electric, telecommunications, and water and sewer industry issues.
- Ability to apply economic theory and concepts to issues affecting the functioning of regulated utility markets and the development of competitive markets.
- Ability to perform complex tasks with limited supervision and communicate effectively with other staff members, utility representatives, and the public.
- Ability to attend work regularly and adhere to approved work schedule.

REMARKS

- An internal applicant who is selected for a position in their current salary group with the same or new state classification title will not receive a salary increase.
- Candidates invited to interview may be given a writing skills exercise.
- If required for position, licensure as a Professional Engineer or to practice law in Texas will be verified on the selected candidate through either the Professional Board of Engineers or the State Bar of Texas.
- Some positions may require additional work hours including evenings, weekends, and/or holidays to meet critical deadlines. Employees will earn compensatory time or overtime dependent on FLSA status.

- More than one position may be filled under this posting. Employees are required to comply with agency policies and provisions outlined in the employee handbook.
- The job posting in no way states or implies that the duties listed above are exclusive. Employees are required to perform other duties as may be assigned.
- A satisfactory driving record is required for driving a state or personal vehicle to conduct agency business. Selected candidates will have their driving record evaluated in accordance with the Commission's Traffic Safety policy.
- For males born on or after January 1, 1960, the PUC will verify proof of Selective Service registration through the online Selective Service System. Any males born after January 1, 1960 who are not registered will need to provide proof of exemption from the Selective Service registration requirement.
- The Public Utility Commission participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each new employee's Form I-9 to confirm work authorization.
- The PUC has a *Post-Employment Restriction* – details furnished upon request.
- Female and minority applicants are encouraged to apply.
- The PUC is an Equal Employment Opportunity Employer and does not discriminate on the basis of race, color, religion, sex, national origin, sexual orientation, veteran status, age or disability in employment or the provisions of services.
- In compliance with the Americans with Disabilities Act (ADA), the PUC will provide reasonable accommodation for individuals with a disability. An individual requiring a reasonable accommodation should contact Human Resources at (512) 936-7060 or humanresources@puc.texas.gov.