



Policy and Contracts Analyst

This full-time position reports to the Power Manager and is located at the Electric Center, 1200 Fort Vancouver Way, Vancouver, WA 98663.

WHAT YOU WOULD DO:

- Manage the power, gas, pipeline and transmission monthly accounting and bill reconciliation.
- Responsible for monthly short term and long term contract management and analysis of new contract opportunities.
- Track and report on internal and external compliance with Washington Energy Independence Act, The Clean Energy Transformation Act, Climate Commitment Act, and future legislation impacting power, gas, and transmission operations.
- Assist in completing the annual power supply and retail revenue budgets, Fuel Mix reports, ASC analysis, BPA reporting, Integrated Resource Plan, and Bond issuance reporting.
- Attend regional meetings necessary to fully perform job duties.
- Prepare and submit requisite reporting for Renewable Energy Credits, GHG and CO2 accounting, cap and trade allowances, and other reports as required. Prepare materials for audits and state agencies.
- Assist with preparation of all supporting materials to facilitate bond issuance activities for the Electric, Generating and Water systems.
- Support Energy Resources staff regarding meeting GHG and CO2 targets for the City of Vancouver Clean Action Plan and other cities' needs, Community Solar, REC sales and other public facing contracts impacting adherence to legislative laws and rules.
- Prepare billing for special rates for net metering customers with generation exposed to wholesale rate calculations.
- Report import and export gas transactions to the Department of Energy, the National Energy Board, the Energy Resources Conservation Board and the Canada Revenue Agency.

QUALIFICATIONS:

Bachelor's degree (B.A.) from four-year College or university; and at least 5 years' experience in the electric utility industry in a role with responsibilities that would support a transition to this position. Major study emphasis in areas of Finance, Accounting, Statistics, Engineering, Operations Management, Data Analytics preferred. Understanding of the existing power markets, potential changes to organized Day Ahead and Real Time Markets, BPA Power Administration power and transmission products, risk management tools, credit policies related to forward hedging and risk management. Proven excellent time management and communication skills. Demonstrated proficiency in project management, team work and leadership skills.

HOW TO APPLY:

Clark Public Utilities offers excellent benefits, an attractive wage, and company incentive programs. For confidential consideration, please forward your resume with cover letter by via email to jobs@clarkpud.com. Resumes may also be sent to Clark Public Utilities, Human Resources Department, P.O. BOX 8900, Vancouver, WA 98668.

Equal Opportunity Employer

At Clark Public Utilities, we are committed to being a place where a diverse mix of talented people want to come, to stay and do their best work.