

CLASSIFICATION SPECIFICATION

FLSA:	NEXP	Job Code:	ACV35067
Job Class Code:	800	Salary Schedule:	ASRRPUTAN
EEO Category:	02	Grade:	19
Workers Comp Code:	9410		

Job Code Established:	07/01/01	Effective Date:	07/01/01
Job Code Revised:		Effective Date:	

JOB CODE SERIES: Regulation of Corporations

JOB CODE TITLE: PUBLIC UTILITIES ANALYST I

HRIS TITLE: PUB UTILS ANALYST I

CHARACTERISTICS OF THE CLASS: As a team member under direct supervision, the position performs basic economic/technical analysis and research or accounting/auditing work in the areas of utility ratemaking and regulation. As a trainee in the field learns to perform analysis, and work products are reviewed extensively and may be used in Commission Hearings and Open Meetings.

EXAMPLES OF DUTIES: Assists in providing recommendations to the commission regarding utility filings for the approval of rates, financing applications and merger applications; performs audits of financial accounts and records; calculates basic financial and operating ratios, analyzes balance sheet and income statements to determine reasonableness of expenses and plant investment; writes narrative and statistical reports for use in commission hearings and open meetings; assists compliance section in compliance matters; assists in conducting cost, market and rate design studies, reviews utility filings and cost studies from consultants; conducts independent economic research relating to utility ratemaking; makes recommendations on applications for certificates of convenience and necessity, interconnection agreements and other filings, writes narrative and statistical reports for use in commission rate hearings and open meetings.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of: accounting, auditing, economics, finance or principles and practices relating to public utility regulation.

Skill/Ability to: analysis, interpretation, communication and reporting of economic, financial and technical data. Analyze economic and financial data using various statistical methods, analyze complex financial and economic data and draw logical conclusions; explain and support findings and recommendations clearly verbally in writing and work effectively with others. Bachelor's degree from an accredited college or university in accounting, business, finance, economics, statistics or related field. One year experience in accounting, economic, financial, rate analysis or professional utility accounting or rate analysis. A Master's degree in a related field may substitute for the required experience. Any combination of training and experience that meet the knowledge, skills, and abilities (KSAs) may be substituted.