



Peabody Municipal Light Plant

Community Owned. Not for profit. It's Ours.

JOB POSTING

SUBJECT TO A DEPARTMENTAL PROMOTION AND TRANSFER

TITLE: POWER SUPPLY ANALYST
DIVISION: ENGINEERING
SALARY: GRADE E9 (\$67,770-\$84,227)
SHIFT: EXEMPT POSITION
CIVIL SERVICE CLASSIFICATION: EXEMPT

DUTIES: Under the general supervision of the Principal Electrical Engineer (Energy Services) (PEE-ES), Supervising Electrical Engineer (SEE) or their designee, responsible to assist with planning, organizing, providing direction, control, and supervision of the Energy Services Department of the Engineering Division.

Work with the PEE-ES and staff to prepare and administer Annual Budget and Action Plans for the Department. Determine an overall Power Supply & Annual Revenue Projection for the entire company. Assess overall performance in relation to objectives and take appropriate actions to improve effectiveness of operations and services provided.

Responsible to assist with the administration of all internal and external power supply. This includes develop, recommend, and implement the most reliable and cost effective power supply program within established goals and mission of PMLP. Interface with consultants, regulatory agencies and any organizations affecting PMLP's power supply and/or load management programs. The Division Manager and Energy Services staff will be responsible for the procurement of all energy, transmission, and capacity related products through power supply contracts and the ISO New England interchange. Review, process, and approve all monthly power supply invoices and create necessary reports based on that information.

Perform monthly calculations and recommend change of purchased power and fuel cost adjustment on a quarterly basis. Provide detailed information for state and federal reports. Submit reports to governing agencies as required, occasionally on weekends and holidays as deadlines for those reports dictate. Review demand and energy consumption to aid in the determination of applicable electric rates, and perform all necessary projections and forecasts necessary to properly plan and manage required energy resources.

Work with the PEE-ES to develop and review power supply and transmission contracts; recommend changes to existing contracts. Work with the PEE-ES to develop and implement generation projects, including combustion turbines, diesel, renewable, and co-generation projects. Evaluate and recommend purchases and sales of power supply contracts. Provide analysis of energy market pricing behavior.

Assist in providing oversight to PMLP's joint action agency to ensure its cost effectiveness.

Assist with administering North American Electric Reliability Corporation (NERC) Reliability Standards Compliance Program. Responsibilities include monitoring NERC and Northeast Power Coordinating Council (NPCC) actions relative to new and existing standards and their impact on PMLP. Assist with developing, implementing and revising company procedures to insure compliance with reliability standards. Assist with providing required information to NERC and NPCC and interface with representatives of these agencies as required, which may include attending meetings, conferences, audits or hearings.

In conjunction with PMLP's joint action agency, assist in forecasting power system load requirements. In absence of a joint action agency, assist staff with performing all necessary functions of said agency. Administer the procurement and/or sale of hourly power supply needs and surpluses in combination with the cost effective operation of the Department's generating facilities. Performs regular reviews of revenue requirements and performs related rate analyses based on "Cost of Service" techniques.

Together with the PEE-ES and other department staff, be responsible to assist the Manager by optimizing the PMLP's power supply to adequately and reliably serve the customer base at the least cost possible.

Work with the PEE-ES to develop and apply the methods, techniques and technologies that address demand management, including peak shaving and load control.

Proactively analyze and determine the energy needs of key commercial customers and carry them out to ensure PMLP maintains a consistent high level of service delivery and customer care. Determine a strategy to manage the key accounts and set objectives about the account management. Interact and communicate with the key account customers on a regular basis.

Work with the PEE-ES to evaluate overall department's performance in relation to established objectives; make recommendations to the PEE-ES regarding new approaches, policies, and procedures to effect continual improvement of the effectiveness of the utility and the services provided.

This position will also be responsible to assist the PEE-ES with creating and implementing effective residential, commercial and industrial energy conservation programs. Also assist with the oversight of the PMLP energy conservation effort including demand side management measures for large and small customers, the PMLP's Residential Conservation Service (RCS) and energy audits for the commercial and industrial customers.

Prepare monthly Purchased Power and Generation (PP&G) Sheets and monthly Generation Reports.

Responsible for the performance of various economic analysis and studies.

Work with the PEE-ES to develop and evaluate all power supply reports and proposals.

Monitor and work with PMLP's vendors to help resolve any and all legal disputes which are needed to protect the integrity of the PMLP power supply, including transmission issues, or disputes arising from NEPOOL or ISO.

Assist in providing management review and preparation of financing documents such as bond resolutions and management and technical reports.

Respond to emergency calls twenty-four (24) hours a day, seven days per week to address situations involving the Energy Services Department. Shall be available 24 hours per day to assist with emergency situations and storm restoration efforts.

At the direction of the PEE-ES, shall perform administrative responsibilities managing any other technical functions required to maintain or enhance the successful operation of PMLP.

QUALIFICATIONS: Bachelor's Degree in Engineering, Economics, Mathematics, Computer Science, Business or any other field that emphasizes quantitative analysis.

Experience in the electric power industry or the power supply and demand planning field is preferred. Must be proficient in Microsoft Office programs. Must be detail oriented and self-motivated.



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Must be articulate, able to prepare and present recommendations to Supervisors, the Manager and the PMLC and effectively interact with the general public, industrial customers as well as equivalent professionals. Must have and maintain a valid Massachusetts driver's license.

Please submit your resume and letter of application to the Manager c/o Barbara Previte by email at bprevite@pmlp.com.

AA/EEO

PMLP is an Equal Opportunity Employee