Merced Irrigation District
Utility Analyst Senior – Energy Resources
FLSA Status: Non-Exempt

Position Overview

The Utility Analyst Senior performs advanced analytical, planning, and management duties related to the District's electric infrastructure, generation operations, energy transactions, resource planning, regulatory compliance, rate development, risk management, budgeting, and contracts. This role provides leadership in power supply planning, supports departmental operations, supervises staff and consultants as assigned, and delivers engineering/planning support across departments to ensure reliable, cost-effective, and compliant electric service.

Key Responsibilities

Power Supply Planning & Portfolio Management

- Manage all aspects of power supply planning, including load forecasting, short- and long-term investment analysis, resource procurement, contract negotiation, Integrated Resource Planning (IRP), production cost modeling, and financial analyses.
- Research, negotiate, develop, and implement Power Supply, Resource Adequacy (RA), and Risk Management contracts and policies.
- Optimize the District's energy and compliance instrument portfolio (energy, RA, RECs) on an ongoing basis to ensure adequate and cost-effective supply.

Budgeting, Project & Capital Management

- Prepare, execute, and monitor capital and O&M budgets for Energy Resources and Hydro operations.
- Manage projects including feasibility studies, technical studies, financial analysis, permitting, contract/agreement acquisition, and oversight of staff, consultants, and vendors.

Regulatory Compliance & Reporting

- Complete required filings, reports, and training for CPUC, CEC, CARB, EIA, Cap & Trade, RPS, and other local, state, and federal agencies.
- Manage and oversee the District's WECC/NERC compliance program, including drafting vendor contracts for recordkeeping/administrative support, attending relevant workshops/conferences, maintaining records, preparing for audits, submitting documents, and providing periodic Board updates on compliance activities.
- Develop, utilize, and update planning models to forecast revenues, power supply costs, debt coverage ratios, and long-term requirements for IRP, Balancing Authority, Risk Management, and other reporting.

Rate Development & Technical Analysis

- Oversee contractor support for Electric Cost of Service and Rate Design studies; pursue Board and customer approval for new electric rates.
- Perform and strategize transmission, distribution, and generation system analysis and planning.

Contracting, Data, & Operational Support

- Negotiate agreements and contracts with various entities.
- Develop, implement, and support use of software tools (e.g., AMI integration, Production Cost Models, ETRM systems).
- Perform data management, analysis, contract/counterparty settlements, and emergency response coordination (including on-call duties as assigned).

Stakeholder Engagement & Representation

- Collaborate regularly with District Management, staff, local/state/federal agencies, consultants, contractors, and other stakeholders.
- Make public presentations to the MID Board of Directors and external agencies as required.
- Represent the District at various power agencies, entities, and meetings.
- Work with District Management on strategic planning, policy formulation, and execution for Energy Resources.

Additional Duties

- Perform other duties as requested, directed, or assigned.

Qualifications

Education

- Bachelor's Degree from an accredited college or university with major course work in an analytical/technical field (e.g. Engineering, Accounting, Economics, Mathematics, or related discipline).

Experience

- Five (5) years of experience performing the essential duties of the position or closely related work in electric utility resource planning, energy transactions, regulatory compliance, rate design, risk management, or budgeting.

Skills and Abilities

- Exercise leadership and management while working cooperatively with District Management, department staff, constituents, consultants, contractors, government representatives, and the public.
- Plan, organize, direct, coordinate, and supervise functions/activities to achieve efficient operations and service goals.

- Solve complex problems, recommend policy/procedure changes, and respond promptly to public concerns.
- Communicate effectively both orally and in writing; make clear public presentations.
- Handle confidential information appropriately and appreciate political sensitivities.
- Utilize engineering/planning software, spreadsheets, word processing, databases, and typical office software.
- Analyze data, maintain records, and prepare comprehensive technical reports and recommendations.
- Supervise, train, and evaluate staff.
- Operate a vehicle safely and observe legal/defensive driving practices.

Knowledge

- Electric utility operations, power supply planning, risk management, and portfolio optimization.
- Regulatory frameworks (CPUC, CEC, CARB, WECC, NERC, RPS, Cap & Trade, etc.).
- Production cost modeling, financial analysis, rate design, and Integrated Resource Planning.
- Contract negotiation, budgeting, project management, and compliance program administration.

Special Requirements

- File a Statement of Economic Interests (Form 700) in compliance with Government Code Section 8100.
- Complete required Ethics training (2 hours every 2 years per AB 1234) and Sexual Harassment prevention training (2 hours every 2 years per AB 1825).
- Abide by all District policies, guidelines, and rules.

Work Environment

- This is a fully on-site position based at the District's secondary office location. Remote work or hybrid arrangements are not permitted; regular attendance at the designated worksite is an essential function of the role. The position is primarily office-based, with occasional fieldwork, travel for meetings/conferences/site visits, or exposure to outdoor conditions (50% or less of work time). Irregular or extended hours, including overtime and on-call emergency response duties, may be required.

- **Physical Demands:**
  - Sitting and operating computers/office equipment for up to 8 hours per day.
  - Lifting up to 25 pounds, occasional stooping, and navigating stairways/uneven terrain.
  - Communicating effectively in person, by phone, and in writing.
  - Hearing and vision sufficient for reading, operating equipment, and receiving communications.

- Hearing and vision sufficient for communication and operating equipment.

- **Environmental Factors:**
  - Primarily office-based with occasional outdoor work (50% or less exposure to sun).
  - May require irregular or extended hours, including overtime.
- **Mental Demands:**
  - Exercise independent judgment and objective reasoning.
  - Organize, prioritize, and plan work activities on daily/weekly bases.
  - Interpret complex regulations and document work accurately and concisely.
  - Manage multiple duties that may be interrupted or changed by immediate circumstances.

Supervision

- Receives general supervision from the Deputy General Manager, Energy Resources.

Acknowledgment

By signing below, I acknowledge that I have reviewed this job description with my supervisor and understand its contents.

Employee Signature: _____ **Date:** _____

Supervisor Signature: _____ **Date:** _____

Note: *This job description outlines typical responsibilities and qualifications but is not exhaustive. Duties may evolve to meet District needs.*