



Resource Planning & Portfolio Management

Analyst (entry level within Energy)

Application Deadline: Friday, February 18, 2022

About East Bay Community Energy

East Bay Community Energy (EBCE) is the Community Choice energy service provider for customer accounts across Alameda County and the City of Tracy. EBCE's charter is to provide its customers with low carbon, cost-effective electricity that integrates innovative energy products and maximizes local benefits through the development of local solutions, ranging from increasing access to rooftop solar to supporting the adoption of electric vehicles.

Culture and Commitment to Diversity

EBCE believes in a vibrant culture which supports and nurtures a workplace that offers every individual the opportunity to attain professional goals and contribute to accomplishing our mission. We foster a culture of open communication, responsibility, curiosity, accountability, and teamwork. We want creative problem solvers that are excited to work in an entrepreneurial environment and grow our organization!

As an equal opportunity employer, we are committed to diversity, equity, and inclusion. We are committed to a diverse and inclusive workforce that is reflective of our service area's rich culture and communities. We welcome a diversity of experiences, perspectives, and skills.

We strongly encourage people of all characteristics to apply and prohibits unlawful discrimination and harassment of any type based on age, religion, color, gender identity or expression, race, ancestry, or national origin, religion or creed, marital status, military or veteran status, sexual orientation, genetic information or characteristics, and those with disability as protected by federal, state and local laws.

Position Summary

EBCE is seeking to hire a full-time **Resource Planning & Portfolio Management Analyst**, reporting to the Power Resources Senior Manager. EBCE is looking for candidates that will learn about procurement of Energy, Capacity, Renewables, and Carbon-Free products. This role will provide support to experienced transactors and will develop into a lead transactor over time.

Position Details

Essential Duties and Responsibilities

- Create dashboards and portfolios visualizations
- Review Power Resources positions across multiple products to ensure EBCE hedges are consistent and compliant with the organization's approved Risk Management Policy
- Monitor and support position management across products, including performing QA/QC function.
- Special focus on supporting Resource Adequacy (RA) position including staying up to date on long-term contract status & incorporating any project delays into positions and working with policy lead to evaluate changes to the RA program.
- Contribute to Resource Planning. This may include supporting the Integrated Resource Plan (IRP) proceeding and/or learning to use the EBCE's resource valuation software.
- Collaborate with Finance, Regulatory Affairs, Technology/Data Analytics, Local Development teams.
- Work with consultants to ensure effective working relationships.
- Identify ways to improve internal processes.
- Other duties as required.

Minimum Qualifications

- Bachelor's degree or three to five years equivalent professional experience.
- Minimum of three years of experience in the energy industry with an electric utility, CCA, power marketer, energy portfolio manager, or regulatory entity.
- Ability to perform dashboarding and data visualization, using software such as Power BI or Tableau.
- Strong quantitative modeling and technical skills.
- Familiarity with the California regulatory environment including knowledge of CPUC compliance requirements, the CAISO energy markets, and legislated requirements for load serving entities.
- Strong writing and verbal communication skills.

Compensation and Benefits

The salary range for this position is \$100,000 - \$124,000. The exact compensation package offered will be dependent on candidate experience.

EBCE offers a generous benefits package which includes:

- Individual, family and domestic partner health insurance (medical, dental, vision)
- Life and AD&D, EAP, STD, and LTD
- Retirement with Employer Matching
- Paid Time Off and Holidays
- Flexible Spending Accounts (health and dependent care accounts)

Location and Working Conditions

This position will be based in EBCE headquarters in Oakland, near BART; however, currently, this position is temporarily remote.

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. EBCE is dedicated to reasonably accommodate an applicant for known physical or mental disabilities so that the applicant may participate in the application process. We will engage in a timely, good-faith interactive process with any employee with a known physical or mental disability to identify potential reasonable accommodations, if any, to enable the employee to perform the essential functions of their position.

- General office environment is primarily sedentary work which requires the following physical activities: standing, sitting, walking, reaching, lifting, finger dexterity, grasping, repetitive motions, talking, hearing and visual acuity.
- The employee must occasionally lift and/or move up to 10 pounds.
- The noise level is usually moderate.

Licenses/Certificates

Possession and continued maintenance of a valid class C California driver's license or the ability to provide alternate transportation and a safe driving record.

Submission Requirements

Applicants must submit a cover letter outlining key qualifications and reasons for your interest and current resume. Please include your name in the filename of the documents you submit and do not include any

personal pictures. Email these documents and any questions to: jobs@ebce.org by 5 PM on Friday, February 18, 2022.

The information contained herein has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees assigned to this job. The information also does not constitute either an expressed or implied contract, and these provisions are subject to change.