



Power Settlements Analyst I

Roseville, CA

Salary Range: \$76,523 - \$95,659 (USD) Annual

Final Filing Date: Continuous until filled.

This position is responsible for the settlement processing, validation and allocation of costs and revenues derived from transactions of wholesale energy and capacity products conducted through bilateral agreements and the organized California Independent System Operator (CAISO) bulk electric market. Works extensively with time series data in a relational database using SQL programming and other data analysis tools including Excel, Power BI, SAS, R and Python.

Incumbents initially perform specific duties and assigned tasks for the timely and accurate production of daily and monthly settlements operations and are expected to manage increased workload and perform independently as both experience and technical proficiency are achieved.

Essential Duties and Responsibilities include the following. Other duties may be assigned.

- Run reports and query database objects to identify and perform analytical research to determine cause of settlements variances for NCPA members and customers. Resolve variances within the guidelines provided by the Power Settlements Supervisor.
- Validate five-minute, hourly, daily and monthly data associated with meter data and transactions of energy, Resource Adequacy capacity, Renewable Energy Credits (RECs), natural gas and other wholesale products
- Prepare and validate billing data used in monthly billing for NCPA members and customers.
- Validate daily and monthly CAISO settlement statements and invoices for multiple scheduling coordinators within defined timelines.
- Track and validate data associated with various compliance instruments including Greenhouse Gas (GHG) obligations and Renewable Energy Credits (RECs).
- Assist with testing and implementation of software changes to support new market initiatives and/or customer accounts.
- Provide regular feedback to other NCPA divisions regarding settlement outcomes.
- Learn and apply continued knowledge growth to work duties, where applicable, with respect to evolving wholesale power industry policies, tariffs, business rules, and procedures.



- Reports for work on time and maintains satisfactory attendance in accordance with Agency policy. Ensures work responsibilities are covered when absent. Arrives to meetings and appointments on time.

Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Bachelor's degree (B. A.) from a four-year college or university with emphasis on analytical and quantitative skills and three or more years of related experience and/or training; Energy sector and/or data science experience preferred; or, equivalent combination of education and experience.
- Experience in CAISO or other independent system operator market strongly preferred
- Computer Skills
 - Microsoft Windows
 - Microsoft Office (including proficiency in Excel)
 - Oracle SQL (strongly preferred)
 - Experience in the following analytical and data manipulation applications a plus: SAS, R, Python, Power BI, or other programming languages
- Able to analyze and summarize time series data into a reportable form and present to relevant audiences including customers, managers, executives, clients and the general public
- Should be a self-starter that can accept responsibility and work autonomously
- Able to work under the pressure of multiple deadlines and utilize technical skills to create software and computer efficiencies
- Team player who is comfortable working on new and unforeseen issues, developing solutions utilizing new tools and methods; maintains a results-oriented mentality.
- Able to read, analyze and interpret various agreements, contracts, procedures and regulations
- Write reports, business correspondence and document procedures using professional tone and style
- Able to solve practical problems and deal with a variety of complex variables where limited standardization exists
- Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra, geometry and statistics. Ability to analyze and interpret settlements formulas expressed in summation notation.



Certificates, Licenses, Registrations

Valid California Driver's License and Insurance

Supervisory Responsibilities

This job has no supervisory responsibilities.

Physical Demands

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. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is regularly required to sit six to eight hours at a computer; use hands to finger, handle, or feel; reach with hands and arms and talk or hear. The employee is occasionally required to stand; walk; balance and stoop, kneel, or crouch. The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate.

Competencies

To perform the job successfully, an individual should demonstrate the following competencies:

Analytical – Synthesizes complex or diverse information; Collects and researches large data sets.

Problem Solving - Identifies and resolves problems in a timely manner; Gathers and analyzes information skillfully.

Technical Skills - Assesses own strengths and weaknesses; Pursues training and development opportunities; Strives to continuously build knowledge and skills; shares expertise with others. Demonstrates attention to detail

Interpersonal Skills - Focuses on solving conflict, not blaming; Listens to others without interrupting; Remains open to others' ideas and tries new things.



Oral Communication - Speaks clearly and persuasively in positive or negative situations; Listens and gets clarification; Participates in meetings.

Written Communication - Writes clearly and informatively; Edits work for spelling and grammar; Presents numerical data effectively.

Teamwork - Balances team and individual responsibilities; Exhibits objectivity and openness to others' views; Gives and welcomes feedback; Contributes to building a positive team spirit; Supports everyone's efforts to succeed.

Ethics - Treats people with respect; Keeps commitments; Inspires the trust of others; Works with integrity and ethically; Upholds organizational values.

Professionalism - Approaches others in a tactful manner; Reacts well under pressure; Treats others with respect and consideration regardless of their status or position; Accepts responsibility for own actions; Follows through on commitments.

Quality - Demonstrates accuracy and thoroughness; Looks for ways to improve and promote quality; Applies feedback to improve performance; Monitors own work to ensure quality.

Dependability - Follows instructions, responds to management direction; Takes responsibility for own actions; Keeps commitments; Completes tasks on time or notifies appropriate person with an alternate plan.

Initiative - Volunteers readily; Asks for and offers help when needed.

EOE