

TITLE OF POSITION: Electric Policy Analyst

SALARY RANGE: 72 (\$60,689.07 to \$85,396.08)

SUPERVISORY RELATIONSHIP:

Supervised by the General Manager. No supervisory responsibility.

ESSENTIAL FUNCTIONS:

Provide General Manager and Central Lincoln staff with analytical support and analysis on a wide range of topics that impact the business relationship of Central Lincoln with Bonneville Power Administration, the primary supplier of wholesale power and transmission services, and other potential future power resource suppliers. Effectively represent Central Lincoln's interests with BPA, other customer groups, and other organizations. Undertake research, perform financial analysis, develop strategic alternatives, prepare written reports and communications, and make oral presentations. Generally assist Central Lincoln as it prepares for its future business relationship with BPA or other potential power suppliers.

SKILLS, KNOWLEDGE AND ABILITIES:

Computer proficiency in spreadsheet modeling, word processing and database software. Ability to work collaboratively with other parties while representing Central Lincoln's interests. Superior oral and written communication abilities.

PHYSICAL AND MENTAL DEMANDS:

Maintains full alertness and concentration at all times. Interacts well with co-workers, especially when working in stressful situations. Adequate vision required to operate a motor vehicle; and able to judge red, green and yellow traffic lights adequately to drive on highways. Able to read small print on written material and computer screen. Able to sit six to eight hours during the day. Hears spoken conversation well while working with co-workers, customers and on the telephone. Speaks clearly when communicating by telephone and in person. Able to lift 0 to 10 lbs. continuously and 30 lbs. occasionally. Twisting associated with tasks performed at work station. Able to operate Central Lincoln vehicle for extended periods of time for travel out of District.

WORKING CONDITIONS:

Well-lit, temperature-controlled office building. Subject to outside weather/driving conditions when traveling on Central Lincoln business.

EXPERIENCE AND TRAINING:

A Bachelor's degree in finance, economics, energy policy, or a related field (special emphasis on energy issues would be a plus). One (1) or more years of related electric industry experience and a degree in another discipline may be substituted for the educational requirement.

OTHER REQUIREMENTS:

Requires a high standard of personal hygiene and grooming. Must possess or be able to obtain a valid Oregon driver's license.