

CLASS TITLE: PUBLIC UTILITIES ANALYST III

Class Code: 02817300
Pay Grade: 24A
EO: C

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To perform the more difficult professional field audits and analyses of public utility companies' financial records; to conduct specific research and statistical analyses of accounting and financial matters involving public utilities under the jurisdiction of the Public Utilities Commission (PUC); to provide technical support on Division's position on rate matters through analysis and interpretation of rate case filings; to assist superiors in preparing testimony on utility rate matters; and to do related work as required.

SUPERVISION RECEIVED: Works under the general supervision of a superior who reviews work for conformance to established public utility policies, procedures and regulations and accepted accounting-auditing, research, and statistical principles, practices and standards.

SUPERVISION EXERCISED: Generally none, but, on occasion, may supervise the work of professional and/or clerical positions assigned to assist.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To perform the more difficult professional field audits and analyses of public utility companies' financial records including the investigation and recommendation of adjustments of complaints in connection with the application of rate schedules, charges, and quality of service rendered by the various gas, water and electric utilities in the state.

To establish and maintain statistical data relevant to unit cost of various items used in utility rate base determinations; to develop statistical data pertaining to the use and operation of electric and gas meter consumption; to compute, maintain, and analyze statistical studies relating to all phases of public utility operations such as rate schedules, charges, unit cost of public utility construction, etc.; and to compute the monetary effect on the earnings of regulated utility companies by comparing newly submitted schedules with schedules already in effect.

To answer inquiries concerning the form and manner of filing tariffs and assists in computing income from proposed schedules; to direct regulated utility companies regarding the required forms to be used and the procedures for filing tariff rate schedules and contracts as well as the general public on the required forms and procedures for filing a complaint; and to analyze rate case filings submitted by telephone, gas, electric, water and transportation utilities including the breakdown of each constituent component of revenue, expense, cost of capital, and rate base and the interpretation of the economic theory underlying each constituent component; and to submit findings to superiors for their use and application.

To assist superiors in preparing testimony on utility rate matters subject to public hearing.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of the principles and practices of accounting-auditing; a working knowledge of the various basic regulatory tariffs and rates utilized by the public utilities regulatory commissions; a working knowledge of basic statistics and research principles and practices and the ability to use such knowledge in conducting research analyses and statistical evaluations of the various phases of public utility operations including such matters as rate and tariff bases, rate schedules and contracts, charges, unit costs of public utility construction, and power costs and consumption; a familiarity with such elements of finance as capital, money markets and

capitalization and to understand how such elements relate to and affect the cost of public utility services; a familiarity with public utility engineering as it relates to unit costs of utility construction and financing; the ability to analyze rate case filings submitted by the utilities including the breakdown of each constituent component and to interpret the economic theory behind such components; the ability to critically analyze the overall financial performance of the various types of public utilities and to provide viable alternatives as needed; the ability to critically evaluate innovative regulatory concepts; the ability to prepare and present written and oral reports to superiors; the ability to assist superiors in preparing testimony on utility rate matters for public hearing; the ability to conduct investigations and propose recommendations of adjustments of complaints involving rate schedules, charges and quality of service; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a college of recognized standing with specialization in Accounting or Business Administration; and

Experience: Such as may have been gained through: employment as a Public Utility Analyst II; or, employment in a responsible accounting-auditing position in a public utility regulatory agency or a public utility involving some experience, under supervision, in performing a variety of research and statistical analyses of accounting and financial matters involving tariffs and rates and their application within a public utility regulatory environment.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Created: November 13, 1983

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