

CLASS TITLE: PUBLIC UTILITIES ANALYST V

Class Code: 02817500
Pay Grade: 33A
EO Code: B

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: Responsible for most complex audits, research and analysis of the accounting records and financial structure of utilities under the jurisdiction of the Public Utilities Commission (PUC) and the Division of Public Utilities and Carriers (DPUC). Assess and recommend to the Chairman or Administrator the Commission or Division position on utility filings that affect rates, revenues and quality of service in a significant manner.

SUPERVISION RECEIVED: Works under the general supervision of the Chairman/Commissioners or the Administrator/Chief Public Utilities Accountant.

SUPERVISION EXERCISED: Responsible for work assignments of Public Utilities Analyst IV and, as required, clerical positions, as delegated by the Chairman or the Administrator/Chief Public Utilities Accountant.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

Analyze the most difficult and/or complex rate case filings of telephone, gas electric, water, sewer 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; to prepare and submit viable alternative solutions to the Public Utilities Commission for their consideration.

Provide economic, accounting and financial advise under current regulatory philosophy and environment to the Public Utilities Commission.

Evaluate highly technical cost of service studies for telephone, cable, electric, gas and water utilities within the state as well as develop technical cost of service studies involving small utilities operating within the state.

Meet and confer with utility company officials relative to rate case matters and problems and other such similar and relevant matters as required.

Provide technical aid and guidance when working with outside consultants to render a particular service(s) to the Commission or Division.

To assist Commission or Division legal counsel in the preparation of a formal rate case litigation.

To provide technical support in the examination and analysis of tariff filings and cost information submitted by the utility.

To participate in hearings, investigate regulatory areas of rate structure, revenue level, revenue allocation, rate of return, cost of service, capital structure.

To review petitions filed by utilities and perform technical research related to assigned cases.

To prepare pre-hearing and post-memoranda for the Chairman/Commissioners or the Administrator of the Division.

To meet with the Chairman/Commissioners of the Public Utilities Commission or the Administrator of the Division to suggest strategies for conducting hearings and possible areas of investigations, to summarize factual information of hearings, to explain evidence that was introduced and to recommend possible alternative decisions.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of state laws governing public utility ratemakings and the ability to apply said laws tot he submitted or proposed tariff filings; a working

knowledge of the principles and practices of accounting; the ability to analyze and interpret company financial records, accounting systems and procedures to ensure compliance to Commission regulations; the ability to prepare written reports with conclusions and recommendations relative to the examination and analyzation of rate schedules; the ability to provide testimony at public utility rate hearings; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through graduation from a college of recognized standing in accounting, economics or business administration; and possess an MBA or CPA.

Experience: Such as may have been gained through a minimum of five (5) years experience in a responsible capacity in an analyst position in a state or federal regulatory body or within a rate department of a utility.

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

Class Revised: December 29, 2002

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