

Summary

East Bay Community Energy (EBCE) is a new Community Choice agency formed to serve 600,000 customer accounts across Alameda County with an annual load of over 6 TeraWattHours, and is seeking candidates to join our growing agency. This is an opportunity for a self-motivated individual with strong analytical skills to grow in the wholesale energy procurement industry. The Power Resources Analyst works in the Power Resources Department with a focus on the following functions:

- Perform Research and Analysis to support Power Procurement
- Monitor Power Resources Portfolio
- Contracts Administration
- Internal and External Reporting
- Power Supply Invoice Verification

Culture: EBCE fosters a culture of open communication, responsibility, curiosity, accountability and caring. As a small team, cultural fit is key to individual and team success.

Start date: Position open until filled. Candidates should send application materials to jobs@ebce.org with the Job Title in the subject line.

Location/Employment: This position will be based in EBCE headquarters in Oakland. We are an equal opportunity employer and strongly encourage people of color, women and those who identify as LGBTQ to apply.

Compensation and Benefits: Competitive compensation package offered, based on candidate experience. The Authority is developing its benefits package. Details will be available at the interview.

Position Details

About East Bay Community Energy

East Bay Community Energy (EBCE) is the community choice aggregator serving Alameda County and eleven of its cities under a Joint Powers Agreement. Once EBCE reaches full-scale, it will serve 600,000 customer accounts and over 1.5 million Alameda County residents. Details regarding the composition and responsibilities of EBCE's Board of Directors and Community Advisory Committee may be found online at: <https://ebce.org/about/>

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.

Essential Duties and Responsibilities

- Assist in evaluating Long Term PPA's involving technologies such as solar, wind, storage
- Analyze historical prices, current trends, and forecasts
- Negotiate Fixed Price Energy, Resource Adequacy Capacity, REC, Carbon Free transactions
- Manage power supply contracts database
- Produce reports on financial and operation metrics of power supply portfolio
- Manage the accounting, transfer, and retirement of RECs in WREGIS
- Prepare data for reporting purposes and work with legal staff to file reports with the CPUC, CEC, CAISO, WECC, DOE, and CARB
- Represent EBCE and act as liaison with counterparties, consultants, regulatory agencies
- Manage the accounting, transfer, and retirement of RECs in WREGIS
- Develop accounting procedures to track and report on progress for programs such as Renewables Portfolio Standard, Power Content Label, Carbon Emissions, Green-e Certification
- Validate invoices, identify discrepancies, and resolve disputes in a timely manner
- Monitor performance of power supply and vendor contracts to ensure scheduled deliveries and milestones are met
- Confirm contract or market prices and compare billing systems information
- Coordinate effectively with finance, data, marketing staff and consultants
- Establish and document procedures

Desired Experience and Skills

- Experience in the energy industry with an electric utility, Community Choice Aggregator, Project Developer, Power Marketer
- Bachelor's degree in business, engineering, economics, or related field

- Knowledge of:
 - Wholesale electricity markets
 - Power generation technologies
 - WSPP, EEI, power purchase agreements
 - Contracts management best practices
 - Power transactions and scheduling process
 - CAISO settlements process, charge codes, and application
 - CA Renewables Portfolio Standard
 - WREGIS
 - Power Source Disclosure
 - Carbon accounting methods
 - Green-e program
- Proficiency in MS Office applications with advanced Excel skills including pivot tables, formulas, data manipulation, conditional formatting, charting. Macros and VBA a plus
- Strong troubleshooting, problem solving skills, and attention to detail
- Ability to communicate quantitative studies and statistical reports effectively.
- Demonstrated initiative in establishing and improving reporting procedures.

Working Conditions

The physical demands described here are representative of those required for the position. Position requires sitting, walking, standing, bending, and twisting in the performance of daily activities. The position requires hand manipulation and repetitive hand movement and fine coordination in using a computer keyboard. The position requires near and far vision in reading reports and use of a computer. Acute hearing is required in supporting meetings and providing phone and in-person customer service. The position occasionally requires lifting and/or moving objects up to 20 pounds. EBCE will make reasonable accommodation of the known physical or mental limitations of a qualified application with a disability upon request.

Licenses/Certificates:

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

Submission Requirements: Applicants must submit a cover letter outlining key qualifications and reasons for your interest, current resume including education, writing sample if applicable, and 3 professional references. Please email these documents and any questions to: jobs@ebce.org.

The information contained herein does not constitute either an expressed or implied contract, and these provisions are subject to change.