



Utility Specialist II

Salary Group: B22

Class Code: 2094

<u>CLASS TITLE</u>	<u>CLASS CODE</u>	<u>SALARY GROUP</u>	<u>SALARY RANGE</u>
UTILITY SPECIALIST I	2093	B20	\$45,158 - \$73,788
UTILITY SPECIALIST II	2094	B22	\$51,614 - \$84,479

GENERAL DESCRIPTION

Performs advanced (senior-level) utility planning, regulatory, and program development work. Work involves developing, administering, and evaluating utility programs. May supervise the work of others. Works under limited supervision, with considerable latitude for the use of initiative and independent judgment.

EXAMPLES OF WORK PERFORMED

Coordinates the review of and/or reviews utility construction reports, service quality reports, and utility tariffs for compliance with agency rules, policies, and objectives.

Coordinates the inspection of rate filing packages to develop data for use in utility rate hearings.

Performs and evaluates tests and inspections of utility equipment for proper operation.

Performs analysis of policy issues associated with the regulation of electric, telecommunications, and water and sewer utilities.

Responds to consumer complaints, coordinates the dissemination of information to consumers, and evaluates utility performance based on complaints.

Evaluates recommendations to correct problems and deficiencies, and assesses the formulation of the recommended action to be taken.

Plans and implements technical and analytical programs.

Maintains contact with staff in related programs within other work units, agencies, and the federal government.

Formulates statewide programs and policies.

May prepare and present testimony as an expert witness.

May supervise the work of others.

Performs related work as assigned.

GENERAL QUALIFICATION GUIDELINES

EXPERIENCE AND EDUCATION

Experience in utility regulatory work. Graduation from an accredited four-year college or university with major coursework in accounting, business administration, finance, statistics, or a related field is generally preferred. Experience and education may be substituted for one another.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of principles, laws, rules, regulations, and practices of utility operations; of methods and techniques employed in the testing, computation, review, and analysis of utility matters; and of utility budgeting and financial planning.

Skill in using a computer and related software, in data analysis and problem solving, in generating financial and statistical reports, and performing quantitative analysis.

Ability to maintain effective relationships with utilities, consumers, and the public; to communicate effectively; and to supervise the work of others.