



## City of Glendale (CA) Energy Marketer/Trader

<b>SALARY</b>	\$8,832.40 - \$12,848.10 Monthly	<b>LOCATION</b>	Glendale, CA
<b>JOB TYPE</b>	Salaried - Full-time	<b>JOB NUMBER</b>	23-00268
<b>DEPARTMENT</b>	Glendale Water & Power Department	<b>OPENING DATE</b>	10/23/2023
<b>CLOSING DATE</b>	Continuous	<b>FLSA</b>	Exempt

### The Position

Under general direction, this mid-management classification prepares, schedules and arranges for the purchase, sale and/or transfer of electrical energy, associated fuels, as well as carbon and renewable energy products used in the operation of the City of Glendale's electric utility.

**Essential functions of the job include, but are not limited to, the following:**

Ensures Department services are provided with the exceptional customer service and the highest level of ethical standards.

Oversees all aspects of power scheduling, marketing and trading, maintaining relations with wholesale customers, maximizing utilization of City-owned resources and minimizing cost to the City's rate payers.

Forecasts near term energy needs by inputting weather data and other variable energy consumption requirements into a computerized database, retrieving historical statistics, analyzing reports relating to fuel and equipment efficiencies and economy of operation, and mathematically calculating predicted demands.

Arranges for the purchase, sale and/or transfer of blocks of electrical energy and coordinates purchases or sales with the City's power plant, other utilities, and fuel supply/transportation entities, both local and out-of-state, on a daily, monthly or annual basis, and prepares and issues power schedules using a computerized system.

Trades and hedges energy commodities, options, heat rates, carbon, and renewable energy products in various markets while adhering to the Energy Risk Management Policy.

Directs real-time scheduling and marketing personnel on matters pertaining to power contracts, power schedules, transmission line curtailments, availability of energy resources and energy pricing both verbally and in writing.

Assists in preparing financial and written reports for Department management and local, State and Federal agencies regarding power operations, power purchases, and power consumption on a weekly, monthly and annual basis using statistical data retrieved from a computerized system.

Acts as Departmental liaison to regulatory agencies, vendors, and other City departments. Represents GWP Power Management at meetings and appears before commissions, city council and other agencies upon assignment.

Acts as the System Matter Expert (SME) for the North American Electric Reliability Corporation (NERC) reliability standards assigned to the Energy Trading Group, which includes monitoring and establishing systems that ensure compliance.

Recommends changes in power system operations, and Divisional policies and procedures.

Assists personnel in resolving inaccuracies in monthly settlements with the City's counterparties.

May drive on City business depending on the needs of the position.

Assumes responsibility for ensuring the duties of this position are performed in a safe, efficient manner.

Performs other related duties as assigned or as the situation requires.

## **Minimum Requirements**

### **Knowledge, Skills & Abilities**

#### **Knowledge of:**

Complex financial instruments, including the securities and commodities markets.

Computers used in the rapid buying and selling of power.

Energy Trading and scheduling practices for power and natural gas.

Electrical engineering, power plant operations and electrical dispatching.

Federal, State and local laws, regulations, policies, and procedures pertaining to the electrical utility field.

Physical and financial markets, regulatory market design, and competitive marketplace profiles.

Trading and hedging strategies.

#### **Knowledge of and skill in:**

Exceptional customer service practices.

#### **Skill in:**

Effective verbal and written communication both on a one-on-one and on a group basis.

Making independent judgments and decisions based on standard policy or procedure.

Use of a computer and related software.

#### **Ability to:**

Provide exceptional customer service to those utilizing the Glendale Water and Power Department services.

Communicate effectively, both orally and in writing.

Develop and implement policies and procedures.

Effectively interact and negotiate with energy suppliers.

Establish and maintain smooth and effective working relationships and resolve interpersonal conflicts.

Maintain records, including transaction records and reserve compliance records.

Model and practice the highest standards of ethical conduct.

Prepare analytical and financial reports.

Provide clear work instruction.

Read, write and comprehend directions in English.

Work under pressure and maintain a high profit margin in the marketing and trading of energy.

### **Other Characteristics**

#### **Willingness to:**

Assume responsibility for maintaining a safe working environment.

Plan, initiate, recommend, and carry out actions as required.

Work the necessary hours and times to accomplish goals, objectives and required tasks.

### **Experience**

Six years increasingly responsible sub-professional engineering experience or power system operation dispatch experience in the electrical utility field.

Experience trading in the Western Electricity Coordinating Council (WECC) region is highly desirable.

### **Education/Training**

Bachelors' Degree in Engineering, Computer Science, Business Administration, Finance, Economics or a related field.

**License(s)/Certification(s)**

Valid California Class C driver's license.

**Note**

An equivalent combination of experience, education and/or training may substitute for the listed minimum requirements.

**Exceptional Customer Service Policy**

The City of Glendale places a high importance on quality customer service and prides itself for the high level of services it provides by every employee of the organization. As employees of the City of Glendale, we are committed to providing our diverse community and each other with courteous, considerate, and personal attention.

Please click on the link to read the [Exceptional Customer Service Policy](#).

**Selection Process**

**EVALUATION OF APPLICATION:** All applications, resumes and submitted reference materials will be reviewed and evaluated and only the best-qualified candidates based on applicable experience will be invited to the selection process.

**ORAL INTERVIEW:** (Weight of 100%) To evaluate the applicant's experience, education, and personal fitness for the position.

Candidates must pass each exam component with a minimum score of 70.00% in order to be placed on the eligible list.

**TIME AND PLACE OF THE EXAMINATION WILL BE ANNOUNCED.** Any evaluation will be based on the candidate's education and experience as related to the position. Any examination will be to evaluate the candidate's education, experience, knowledge and skills for the position. The City of Glendale reserves the right to modify the above stated examination components and/or weights. Should this be necessary, the candidates will be notified of the specific examination components and weights prior to the administration of any examination. The selected candidate will be subjected to a background check including Livescan fingerprinting. The City of Glendale conforms with State and Federal obligations to make reasonable accommodation for applicants and employees with disabilities. The Human Resources Department asks that it be advised of special needs at least five days prior to the first test part so that a reasonable accommodation may be made. The provisions of this bulletin do not constitute an express or implied contract. In compliance with the Immigration Reform and Control Act of 1986, the City of Glendale requires that all new employees provide documentation to establish both work authorization and identity.

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**Agency**

City of Glendale (CA)

**Address**

613 E. Broadway, Room 100

Glendale, California, 91206

**Phone**

818-548-2110

**Website**

<http://www.glendaleca.gov>

**Energy Marketer/Trader Supplemental Questionnaire****\*QUESTION 1**

**At a minimum, do you possess six years of increasingly responsible sub-professional engineering experience or power system operation dispatch experience in the electrical utility field?**

- ☐ Yes
- ☐ No

**\*QUESTION 2**

**If your response to question #1 is YES, please provide details surrounding your applicable experience. If your response to question #2 is NO, please enter N/A.**

**\*QUESTION 3**

**Do you possess a Bachelors' Degree in Engineering, Computer Science, Business Administration, Finance, Economics or a related field?**

- ☐ Yes
- ☐ No

**\*QUESTION 4**

**Please discuss your experience with trading in the Western Electricity Coordinating Council (WECC) region. If you do not possess any relevant experience, please enter N/A.**

**\*QUESTION 5**

**If you currently work for a public agency or have worked for one in the last 5 years, please list your position title as well as your final monthly salary or hourly wage for that position.**

**\*QUESTION 6**

**Within the salary range as identified on this bulletin, what are your salary expectations for this position?**

**\*QUESTION 7**

**How did you FIRST learn about this position?**

- ☐ City of Glendale Website
- ☐ Visited Human Resources in person
- ☐ Currently a City employee
- ☐ GTV6
- ☐ Glassdoor
- ☐ GovernmentJobs
- ☐ Indeed
- ☐ LinkedIn
- ☐ Twitter
- ☐ Other

**\* Required Question**