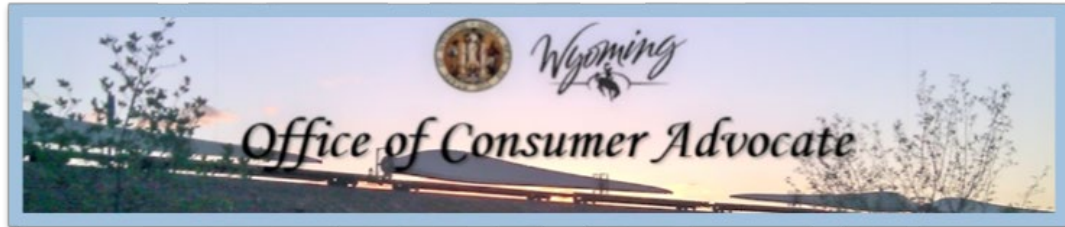


Job Title	BACA12-2023-01107-Regulatory Utility Deputy Administrator-Cheyenne
Salary	\$7,399.60 - \$8,221.20 Monthly
Job Type	Full Time
Location	Cheyenne, Wyoming
Department	023-Public Service Commission - Office of Consumer Advocate

Description and Functions



Open Until Filled

GENERAL DESCRIPTION:

The Regulatory Utility Deputy Administrator oversees the day-to-day operations of the Office of Consumer Advocate (OCA), whose mission is to ensure the public utilities operating in Wyoming provide safe and reliable service to customers at accurate rates. This is achieved by providing advice and input to the Administrator on regulatory utility policy decisions and engaging as an expert witness on a variety of complex regulatory issues impacting electric, natural gas distribution, water, and telecommunication utility services in the State of Wyoming.

The State of Wyoming's total compensation package is excellent and includes:

- Paid annual and sick leave
- Paid holidays
- Retirement with employer contributions
- Deferred Compensation Plan with employer contributions
- Health insurance with an employer contribution toward premiums
- Insurance options for dental, life, vision, ambulance, short and long-term disability
- Longevity pay
- Flexible Work Schedules to include hybrid office/telework opportunities

Human Resource Contact: Alice Saldana / alice.saldana2@wyo.gov / 307-777-7667

ESSENTIAL FUNCTIONS: The listed functions are illustrative only and are not intended to describe every function which may be performed in the job level.

- Review regulated utility applications filed with the Wyoming Public Service Commission (WPSC) to identify potential issues, prioritize the OCA's workload, and make recommendations to the Administrator regarding the OCA's involvement.
- Analyze complex regulatory issues in contested dockets filed with the WPSC, multi-state utility collaboratives, and in regional and national utility forums. Examples of common regulatory issues include Revenue Requirement, Class Cost of Service, Rate Design, Innovative and Non-Traditional Ratemaking, Multi-State Cost Allocation, Regional Transmission Planning, Integrated Resource Planning, Demand Side Management, Wholesale Natural Gas and Energy Markets, Locational Nodal Pricing, and other regulatory matters.
- Prepare pre-filed direct, cross-answer, and surrebuttal testimony and undergo questioning and/or cross-examination as an expert witness on a wide variety of complex regulatory issues in contested dockets filed with the WPSC, multi-state utility collaboratives, and in regional and national utility forums.
- Delegate case assignments to attorneys and rate analysts, track progress on those work assignments, and coordinate with staff to establish deadlines and timelines for processing work activities;
- Supervise, counsel, train, and guide the work assignments, analyses, recommendations, and testimony of staff analysts; and work with staff attorneys to prepare open and closing statements, conduct cross-examinations in contested proceedings, and to prepare post-hearing briefs and other legal filings as necessary.
- Assist in the preparation of the strategic plan, annual reports, and approval of travel expenditures and routine budget expenditures.
- Work in coordination with the utility industry, public interest groups, customers, and legislators to draft proposed legislation.
- Interact with regulators and public interest groups from other states to address common issues associated with utilities that operate in multiple state jurisdictions.
- Interact with federal regulators to coordinate common problems and provide Wyoming input on matters under federal jurisdiction.
- Participate in national utility associations and other utility forums by attending annual conferences, and engaging in various association committee activities on behalf of the OCA.

Qualifications

PREFERENCE:

- Preference may be given to applicants with experience in Accounting, Economics, Finance, or Engineering

KNOWLEDGE:

- Extensive prior experience and knowledge of the electric, natural gas, water, and telecommunications utilities and the regulatory oversight of these industries.

- Ability to independently identify regulatory issues that could impact the provision and cost of utility service in the State of Wyoming, and to develop solutions to these issues based on prior precedents as well as new and emerging solutions.
- Independent judgment and the ability to make and defend decisions and recommendations. The position requires that autonomous decisions be made on a daily basis according to the agency's policies and procedures.
- The ability to self-start projects and work with minimal supervision and guidance. The Administrator of the office has delegated a number of day-to-day duties to this position such that the person in this position must be able to work with minimal supervision while also knowing when an issue is important enough to require additional input and discussion with the Office of Consumer Advocate Administrator.

MINIMUM QUALIFICATIONS:

Education:

Bachelor's Degree (typically in Business)

Experience:

2-4 years of progressive work experience (typically in Business) with acquired knowledge at the level of a Senior Consumer Affairs Specialist

OR

Education & Experience Substitution:

5-7 years of progressive work experience (typically in Business) with acquired knowledge at the level of a Senior Consumer Affairs Specialist

Certificates, Licenses, Registrations:

None

Necessary Special Requirements

PHYSICAL WORKING CONDITIONS:

- Routine travel (monthly or bi-monthly) can be expected and is required to properly perform the position's duties.

NOTES:

- FLSA: EXEMPT
- 15-25% Travel required

Supplemental Information

023-Public Service Commission-Office of Consumer Advocates

Click [here](#) to view the State of Wyoming Classification and Pay Structure.

URL: <http://agency.governmentjobs.com/wyoming/default.cfm>

The State of Wyoming is an Equal Opportunity Employer and actively supports the ADA and reasonably accommodates qualified applicants with disabilities.

Class Specifications are subject to change, please refer to the A & I HRD Website to ensure that you have the most recent version.

Agency

State of Wyoming

Address

See Human Resource Contact Information in the
General Description Section for questions RE Post
Statewide, Wyoming, 82002

Website

<http://agency.governmentjobs.com/wyoming/default.cfm>