

Business- Energy Analyst

PRIMARY PURPOSE AND FUNCTION

- Responsible for capturing, organizing, analyzing and reporting energy market information along with maintaining client account information. Ultimate objective is to improve the company's abilities as it relates to providing competitive energy procurement and advisory services as well as in-depth knowledge of the energy markets in which Power Management participates.

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES: BUSINESS ANALYST

Candidate will:

- Capture, organize, analyze and report on data relative to energy markets.
- Develop a complete understanding of the energy markets including: utility rate tariffs, Independent System Operators (ISOs), natural gas markets, delivery systems and legal and regulatory changes.
- Gather, organize and aggregate all client account information with high level of accuracy.
- Develop and support models used to price energy for clients.
- Creation of project financial pro-formas.
- Improve process efficiency by automating work flow.
- Monitor and communicate changes in market rules and regulations that could impact clients.
- Support company Controller's activities particularly related to sales activity and commissions.
- Watch market trends and provide customers with recommendations for pricing programs.
- Work within deadlines and time restraints involved with market sensitive contracts.
- Contribute and achieve team-specific and company-wide goals.
- Report activities and relevant account information to management.
- Assist in daily administrative duties.
- Database maintenance.

KNOWLEDGE AND SKILL

- Bachelor's Degree or higher
- Organization
- Excellent written, verbal, and interpersonal communications skills
- Coursework or demonstrated analytical capabilities preferably related to modeling and forecasting.



Business * Energy * Success

- Strong computer skills (PC) with programming experience, database knowledge and high level of proficiency with Excel.
- Proficient with Word, Outlook and Power Point.
- The ability to multi-task and prioritize tasks
- Problem solving
- Ability to research issues
- Ability to work well with others in a team setting
- High level of drive and initiative to work independently to meet commitments
- Flexibility to adapt to change