



**CITY OF REDDING**  
**invites applications for the position of:**

## **Electric Program Supervisor (Customer Programs)**

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**SALARY:** \$6,884.00 - \$10,875.00 Monthly  
\$82,608.00 - \$130,500.00 Annually

**OPENING DATE:** 11/29/18

**CLOSING DATE:** 12/19/18 11:59 PM

### **DESCRIPTION:**

The Resources Division of the City of Redding's Electric Department is accepting applications for an Electric Program Supervisor position focused on the Utility's Customer Programs. The successful candidate will provide supervision and leadership in the design, development and implementation of the Utility's portfolio of Customer Programs. Customer Programs include but are not limited to residential and commercial energy efficiency programs, residential and commercial energy audits, customer outreach and education, the City's Low Income Energy Efficiency Program (LIEEP), Electric vehicle rebate programs, and other current and future programs.

### **EXAMPLES OF DUTIES:**

While supervising professional staff, plan, prioritize, assign, and review the Utility's Customer Programs with a focus on enhanced customer satisfaction; analyze the technical aspects of program design, implement and supervise enhancements to the existing Customer Programs, potentially in response to local, State and/or Federal legislation, regulation or mandate; research, compile and prepare reports regarding measurement and verification of the Customer Programs and other program performance and related matters; provide coordination and leadership for the Utility's integrated resource planning efforts for compliance with legislated mandates and guidelines; manage and administer consulting contracts; prepare requests for consultant proposals and evaluate such proposals; ultimately responsible for contract execution and completion of work and proper payments for approved invoices; participate in budget preparation and administration for related programs; feasibility/sensitivity reports and other technical reports as required; interface with State and Federal legislative and regulatory bodies as well as other utilities regarding Customer Programs related issues or programs; supervise assigned staff; and perform other related duties as assigned.

### **TYPICAL QUALIFICATIONS:**

**Knowledge of:** Principles of energy efficiency and demand-side management program design and implementation; current industry accepted energy conservation and demand-side management practices, technologies, measures and techniques; regulatory reporting requirements of customer programs such as energy efficiency, demand response, solar program development, implementation, administration and marketing; State and Federal energy regulations, particularly as they relate to Public Benefits-related issues or programs; electric utility operating practices and procedures; and principles and practices of supervision, training, and performance evaluations.

**Ability to:** Interact effectively with the public and employees; prepare/present complex studies and various reports for/to governing commission and regulatory agencies; negotiate agreements with customers and other stakeholders; and communicate effectively in both oral and written manner.

**Education and Experience:** Any combination of training and experience that provides the required knowledge, skills, and abilities is qualifying; typical education would include a Bachelor's degree in engineering, mathematics, energy management, or construction management from an accredited college/university. Typical experience would include five

years of relevant experience in a related environment. Experience performing technical, detailed analyses associated with program development and implementation/management is highly desirable.

**Special Requirements:** Possession of the appropriate valid California driver's license, or the ability to acquire one within ten days of appointment.

### **APPLICATION AND EXAMINATION PROCESS:**

**Please be advised all notifications pertaining to this recruitment (e.g. exam invitations, exam results) will be e-mailed to you at the e-mail address provided on your employment application. Please be sure to provide current and complete e-mail address. Check your inbox as well as you spam folder for correspondence as your e-mail provider or personal settings may flag the e-mail as spam. Contact the Personnel Department with any questions.**

**Application Process:** Interested individuals must submit a City of Redding online employment application by the closing date and time in order to be considered.

Incomplete applications may not be processed. Meeting the announced requirements does not guarantee selection into the examination process. Applications will be reviewed to determine those best qualified to be tested.

**Veterans Credit:** Veterans who have received an honorable discharge from the military service and receive a passing score on the examination will have 2 points added to their final examination score. To obtain this credit, veterans **MUST** provide a copy of the DD214, indicating honorable discharge, **WITH EACH EMPLOYMENT APPLICATION BY THE CLOSING DATE.**

**Examination Process:** An oral board, written examination, practical exercise, or any combination thereof, may be administered.

### **AN EQUAL OPPORTUNITY/FEDERAL AFFIRMATIVE ACTION EMPLOYER**

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APPLICATIONS MAY BE FILED ONLINE AT:  
<http://www.cityofredding.org>

777 Cypress Avenue  
Redding, CA 96001  
(530) 225-4065

[personnel@cityofredding.org](mailto:personnel@cityofredding.org)

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Position #82E 854 112018  
ELECTRIC PROGRAM SUPERVISOR (CUSTOMER  
PROGRAMS)  
CJ