

## **MANAGER OF UTILITIES ADMINISTRATION**

**Salary: \$12,239 - \$15,161 / Month**

**Your Port. Your Community. Your Career.**

When you join the **Port of Oakland**, you become part of a proud local legacy, an organization that touches virtually every resident with its services and programs. The Port of Oakland oversees the Oakland seaport, Oakland International Airport and 20 miles of waterfront. The Oakland seaport is in the top 10 busiest container ports in the U.S.; Oakland International Airport is the second largest San Francisco Bay Area airport offering over 300 daily passenger and cargo flights; and the Port's real estate includes commercial developments such as Jack London Square and hundreds of acres of public parks and conservation areas.

The Port of Oakland is currently recruiting for the position of **Manager of Utilities Administration**. Under general direction, the Manager of Utilities Administration is responsible for all aspects of the Port of Oakland utility business, including overall strategy, rate analysis and administration, asset management and systems monitoring and reporting. The Port operates as a Municipal Utility providing electricity, water, gas and sanitary sewer service to the Port and its tenants in the Seaport, the Oakland International Airport and the commercial real estate held by the Port.

The incumbent has oversight over the management of energy and related utility commodities resource planning and development, budgeting, and the negotiation and fulfillment of utility power purchase agreements, interconnection agreements with utility companies, tenants and utility customers. This position includes analysis of statistical data and contracts; development and enforcement of pricing and rate information; preparation and management of operating budgets, analysis of engineering, environmental and legislative/regulatory information; preparation of documents for elected and appointed officials; and evaluation of staff and other resource needs in support of the effective administration of Division functions. The incumbent also works in coordination with the Port's Engineering Design Departments to plan, design and implement utility asset improvement projects.

Anticipating continued growth at the Port and the goal of becoming a zero-emissions Port, the incumbent will coordinate with Port Engineering and Revenue Divisions to develop and implement strategies to meet these needs. Strategies include infrastructure upgrades, micro-grid development and power purchasing strategies. The preferred candidate will therefore have experience in capital program development in addition to utility business and compliance experience.

The minimum requirements for this position include a Bachelor's degree in engineering, business, economics or closely related field and 5 years of experience at a responsible level in engineering, administration, rate setting, resource planning, power contracts, power trading, risk management or power operations in the electric utility industry or related field, with at least 2 years of experience supervising staff. Must be available for on-call duty as required by emergency situations, or as required for uninterrupted Port operations. Travel is required as necessary to perform the duties of the job.

**Substitution:** A master's degree in engineering, economics or business administration may be substituted for up to 2 years of experience.

The Port's compensation and benefit program ranks among the best in the region for public jurisdictions and is designed to reward performance and promote a balanced lifestyle, both at the workplace and away from the workplace, for our employees and their families. The Port is committed to the health and well-being of its employees and has been recognized as a FIT-Friendly Employer by the American Heart Association. We offer a comprehensive benefit package, including medical, dental, vision, life insurance, 457 plan and paid leave.

To apply for this exceptional opportunity or obtain more details, please visit us at <https://www.portoakland.com/business/job-center/>. **Apply by November 15, 2019 at 5:00 PM.**

Equal Opportunity Employer