



Lead Administrator, Gas Supply Planning

Locations:

Westwood, MA
Berlin, CT

Role and Scope of Position:

Assist the manager in analysis of strategies and objectives of the Company with regard to the Gas Supply Planning function. Represent the Company at the FERC and AGA on matters relating to interstate pipeline issues. Help in minimizing the cost of the portfolio by procuring term supplies, outsourcing for asset management and optimizing the use of underground storage. Participate in state regulatory proceedings regarding resource acquisition and management. Support competitive suppliers on capacity related issues. Seek DTE approval for changes in the gas supply portfolio.

Essential Functions:

Performs the Lead Analyst role in the Gas Energy Supply business which has responsibility for \$500 million of gas supply, transportation and storage assets across North America.
Assists with developing the Company's position on issues of interest and coordinates efforts with local and regional customer groups concerning the domestic and international gas industry.
Keeps current with pipeline tariffs, rate cases and other filings.
Coordinates resource needs with forecasting and planning staff.
Develops the DTE mandated Integrated Resource Plan for the Gas Supply business. Leads development of the plan and coordinates input from Forecasting and other departments.
Issues RFP's and selects vendors for term, supplies, asset management, transportation and storage management agreements. Negotiates terms and conditions for asset management and other supply and transportation agreements.
Prepares filings with the DTE in order to gain approval for all changes to the supply portfolio. Acts as Company witness for DTE hearings.
Assists and backs up Gas Operations in the nomination of gas transportation and storage contracts.
Manages the business requirements of the department's Gas Accounting System and Sarbanes Oxley reporting, including coordination with system users, vendor support staff and internal IS support.

Technical Knowledge/Skill/Education/Licenses/Certifications:

Technical Knowledge/Skill:

Requires a high-level knowledge of the natural gas business, along with strong analytical skills in accounting, economics, statistics or a related discipline
Ability to use PC desktop applications (e.g., Microsoft Word and Excel) and pipeline bulletin boards
Requires computer modeling skills on complex systems
Strong interpersonal and communication skills

Education:

Bachelor's Degree in Statistics, Mathematics, Engineering, Economics, Business, related discipline or equivalent experience

Experience:

Minimum of ten (10) years of related experience

Licenses & Certifications:

None

Working Conditions:

Must be available to work emergency restoration assignment as required.

Must be available to travel between MA/CT/NH as necessary.

Work is performed primarily in an office environment which requires sitting at a desk and using a personal computer.

Job requires some travel to Washington D.C.

**Mental Aspects: Leadership Behaviors/Competencies:
Set and Communicate Direction and Priorities**

Know the business plan and how your role connects to it

Identify problems, issues; take responsibility for resolution

Set high standards for self; deliver quality performance

Raise ideas for improvement

Communicate, communicate, communicate.

To apply:

https://eversource.wd1.myworkdayjobs.com/ExternalSite/job/Westwood-MA/Lead-Gas-Supply-Planning-Administrator_R-012038