

EMPLOYMENT OPPORTUNITY:

ENFORCEMENT ANALYST

August 27, 2024

CAREER OPPORTUNITY

The Market Surveillance Administrator (MSA) is looking to recruit an Enforcement Analyst. This position will report to the Director, Enforcement and be part of the MSA Enforcement unit. The MSA Enforcement unit is responsible for investigation and enforcement of all applicable electricity and natural gas legislation,¹ the Alberta Reliability Standards, the Independent System Operator rules (ISO rules), and Alberta Utilities Commission (Commission) rules and orders.

The Enforcement Analyst will have the following responsibilities, commensurate with the successful candidate's level of experience:

- Review and assess events and information relating to suspected contraventions of ISO rules, direct experts when necessary, provide recommendations to management on enforcement outcomes, and prepare enforcement dispositions;
- Contribute to the planning and development of strategies, systems, tools and procedures to enhance the efficiency of the MSA's implementation of the Compliance Process;
- Conduct investigations, which includes preparing information requests, reviewing records, conducting interviews of market participants, conducting or directing economic and data analysis, preparing written investigation reports, and presenting recommendations to management;
- Prepare for and participate in enforcement proceedings at the Commission, which may include drafting application materials, working with legal counsel and experts, and representing the MSA as a witness;
- Liaise with counterparts at the Alberta Electric System Operator, the Commission, the Western Electricity Coordinating Council, and market participant organizations to identify and resolve issues;
- Provide enforcement expertise in relation to a wide range of MSA activities, including on investigation and enforcement matters, regular public reporting, the setting of corporate goals, and mentorship and training. This may be done by supporting the work of

colleagues, including editing and commenting on written materials, or as the lead or sole staff person assigned to a file; and

- Assist, guide, mentor, and train MSA staff and consultants to administer perform complex enforcement assignments.

To complete this work successfully, the Enforcement Analyst will work individually and as part of teams to support the MSA's enforcement mandate. They will be expected to develop and execute analytical frameworks, methodologies, and work plans that are appropriate to their assigned tasks and to present and actively seek feedback regarding the results and implications of their work. They will also be expected to assist, guide, and train others to perform complex assignments. Active project management and the ability to prioritize competing demands will be essential for success in the position.

The annual base salary range for an Analyst begins at \$80,000, and \$115,000 for a Senior Analyst.

QUALIFICATIONS AND PROFESSIONAL EXPERIENCE

- Bachelor's or Master's degree in economics, business, mathematics, engineering, power systems, or other quantitative discipline. Willingness and eagerness to learn is essential.
- Three to ten years professional experience in a compliance, technical, trading, or regulatory role relating to electricity markets.
- Demonstrated experience with the ISO rules, including compliance, drafting, design, monitoring and enforcement.
- Demonstrated experience in the Alberta electricity market, including compliance, enforcement, analytics, trading, market assessment and design. Demonstrated experience in project management and staff mentoring is also an asset.
- Exceptional written and oral communications skills are required, including the demonstrated ability to effectively present information to and receive constructive feedback from colleagues, industry professionals, and public groups through detailed written reports and oral presentations.
- Demonstrated ability to evaluate complex data to test hypotheses, apply and adapt frameworks, evaluate results, and draw and present conclusions is required.
- Demonstrated experience with statistical and / or data management software is required. Advanced Microsoft Office skills are essential.
- Ability to work effectively individually and on teams and under inflexible time constraints.

ABOUT THE MARKET SURVEILLANCE ADMINISTRATOR

The MSA is a public agency that protects and promotes the fair, efficient, and openly competitive operation of Alberta's electricity and retail natural gas markets. The MSA conducts surveillance of Alberta's wholesale electricity market and retail electricity and natural gas markets and undertakes enforcement activities to ensure compliance with all applicable electricity and natural gas legislation, the Alberta Reliability Standards, and the Independent System Operator's rules.

Work at the MSA is busy, the issues challenging, and the approach collaborative. Using the powers and authority set out in the *Alberta Utilities Commission Act* and related regulations, a small group of highly trained analysts, economists, legal and administrative staff ensure the MSA's statutory mandate is carried out efficiently and effectively.

APPLICATION PROCESS

If you are interested in these roles and meet the required qualifications, please submit (i) a cover letter that demonstrates each of the qualifications outlined above and (ii) a resume or curriculum vitae, quoting the position title in the subject line, to careers@albertamsa.ca.

The MSA will begin reviewing applications after 4 p.m. MT on Tuesday, September 10, 2024.

We thank all applicants for their interest; however, only candidates selected for an interview will be contacted. Successful candidates will need to undergo background checks prior to the commencement of employment, which may include eligibility to work in Canada.

Applications for this position may be used to fill similar positions should they become available.

PRIVACY NOTICE

The personal information contained in cover letters and resumes is being collected for the purpose of determining your eligibility and qualifications for a position with the MSA. This information is collected in accordance with section 33(c) of the *Freedom of Information and Protection of Privacy Act*. If you have any questions about the collection or use of this information, please contact the MSA's FOIP Coordinator, Suite 600, 440 - Second Avenue SW Calgary, AB T2P 0L6 or by telephone at 403-705-3181.