

Regulating Ontario's electricity and natural gas sectors

The **Applications division** is responsible for managing and processing all proceedings relating to rates, facilities, conservation and the Regulated Price Plan (RPP), as well as management of operational policies in support of natural gas and electricity applications.

Within the Applications division, the **Application Policy and Climate Change department** is responsible for the development and management of operational policies in support of natural gas and electricity applications as well as oversight of conservation activities and applications related to the cap and trade initiative.

We are currently seeking an energetic individual to join our team and assist the OEB in achieving its vision to promote a viable, sustainable and efficient energy sector that serves the public interest and assists consumers to obtain reliable energy services that are cost effective.

Project Advisor

Job Code PRAD001

1 Secondment Position (7 Months)

Under the direction of the Manager of Application Policy and Climate Change, either independently or as part of a team, you will oversee the energy conservation program evaluation for natural gas distributors. This position also provides research, analysis and advice in many areas, including finance, economics, regulation, conservation and climate change.

If you are interested in providing analysis and recommendations, and enjoy working with a group of staff dedicated to working cooperatively with stakeholders to help build and sustain public confidence in Ontario's gas and electricity sectors, you'll enjoy being a member of our team.

Position Overview

- Identifies relevant issues associated with assigned projects and develops case strategies.
- Manages the processing of major and complex projects including energy efficiency program evaluations, preparing project schedules and procedural documents.
- Coordinates the settlement of issues with applicants and other stakeholders and provides assistance as required.
- Assists in the preparation of Board Orders and Decisions under the direction of the Board panel.

- Interprets and explains Board rules, regulations and procedures to assist staff, Board members, regulated entities, stakeholders and others through the understanding of Board orders, decisions and legislation.
- Works with Communication and Stakeholder Relations department to develop communication materials related to applications including the development of FAQs, posting on the internet and media communication.

Qualifications:

- Undergraduate degree in an area such as: Engineering, Conservation, Economics, Finance, Commerce, Business Administration, Public Administration or related field.
- Minimum of 5 years' previous experience in a related role conducting research, analysis, and providing expertise in Finance, Economics, Business Administration, Engineering or a related field
- Project management and Stakeholdering experience (PMP or CAPM designation is an asset)
- Experience in a regulated industry, public utility or energy service provider is preferred.
- Strong written and verbal communication skills.

Core Competencies:

- Strong project management skills
- Good problem solving and analytical skills
- Demonstrated accountability to produce high-quality written work, in a timely manner
- Effective communication and interpersonal skills
- Ability to collaborate with others in a team environment
- Proven adaptability to work effectively in a variety of situations and with various individuals and groups
- Excellent customer service skills (internal and external customers)
- A commitment to professional development and continuous learning
- Shows initiative by being proactive and achieving goals
- Strong planning and coordination skills in order to execute activities

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Preference will be given to candidates who meet the minimum requirements above.

To Apply:

*If you would like to explore this exciting opportunity, please e-mail your resume, in confidence, by **Tuesday September 26th, 2017** to careers@oeb.ca. When applying, please quote **Job ID #542** and the **Position Title** of the position you are applying for in the subject line of your e-mail.*

Please note: Qualified candidates who are not successful may be considered to fill vacancies for jobs with similar requirements and selection criteria over the next six months.

As Ontario's independent energy regulator, the Ontario Energy Board is proud to be an Equal Opportunity Employer and offers a competitive compensation and benefit package.

We are committed to providing barrier-free and accessible employment practices in compliance with the Ontario Human Rights Code (OHRC) and the Accessibility for Ontarians with Disability Act (AODA). Should you require accommodation at any stage of the recruitment process, please make them known when contacted and we will work with you to meet your needs.

We appreciate the interest of all candidates. We regret that only those candidates under consideration will be contacted.