

2018 CO-OP Opportunities

Title	Co-op Student
Job ID	# CO-OP018-09MA
Duration	Sept 2018 – Jan 2019 (4 Months)
Pay Rate	\$19.95
# of Positions	1
Location	2300 Yonge Street, Toronto, ON M4P 1E4

Ontario Energy Board

The Ontario Energy Board (OEB) regulates the province's electricity and natural gas sectors in the public interest. The Board envisions a viable and efficient energy sector with informed consumers, and works towards this vision through regulation that is effective, fair and transparent.

Division Overview:

The Applications Division is responsible for managing and processing all proceedings relating to rates, facilities, and conservation, as well as operational policies in support of applications. It also conducts research on emerging energy issues. The Division is comprised of four departments: Supply & Infrastructure, Major Rate Applications, Incentive Rate Setting & Accounting, and Application Policy & Climate Change. The Supply & Infrastructure department is looking to hire an energetic summer student to join the team.

Within the **Rates department**, the **Major Applications** department is responsible for assessing and coordinating the analysis of applications relevant to **rate-regulated electricity and natural gas** businesses in Ontario. The department manages rate and other applications from utilities, resolving issues, providing professional support on a wide variety of technical issues and subjects, and assisting the Ontario Energy Board (OEB) in its processes and ensuring completion of the official record.

Key Responsibilities:

Your responsibilities in the Major Applications Department will include:

- Reviewing and summarizing past decisions made by the OEB on key issues relating to rate applications
- Analyzing, identifying and summarizing stakeholder issues in applications
- Updating informational databases to support future reviews of applications
- Provides ad hoc research and analysis reports on various issues for case managers, Project Advisor and Manager
- Assists in preparing correspondence, briefing notes and writing reports as required

Qualifications

Candidates for this position should possess the following:

- Strong analytical and critical thinking skills to identify key issues
- Proficiency with the adjudicative process.
- Exposure to reviewing legislations, policies and Board Panel decisions
- Strong oral and written communication skills are a must.
- Enrollment in an undergraduate program in Public Policy & Governance or Administration, Economics, Business, Engineering or a related post-graduate studies program is an asset.

To Apply

For more information, please visit the Careers page on our website at www.oeb.ca. Interested candidates should forward a cover letter and resume in confidence to the Careers mailbox at careers@oeb.ca by **September 30, 2018**. When applying, please quote the **Position Title and Job ID#** of the position you are applying for in the subject line of your e-mail.

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.