



**State of New Jersey
Board of Public Utilities**

ANTICIPATED JOB VACANCY

JOB POSTING #: 15-15

DATE OF POSTING: February 25, 2015

DATE OF CLOSING: March 3, 2015

TITLE: Assistant Director, Division of Energy (SES)

SALARY: Commensurate with Experience

EXISTING VACANCIES: One (1)

DIVISION/LOCATION: Board of Public Utilities
Division of Energy

DESCRIPTION: Assists the Director in managing the Division specifically to oversee administrative matters involved in reviewing and rating employees; attends to administrative functions in coordination and in the absence of Director; and manage and track work assignments.

Assist the director with the management of the day-to-day operations of the Energy Division. In conjunction with the Director, coordinate and manage all rate and regulatory filings, including base rate cases (revenue requirements, cost of service and rate design); annual adjustment petitions including electric Basic Generation Service (BGS), and gas Basic Gas Supply Service (BGSS); energy efficiency and renewable energy petitions under RGGI; utility mitigation measures such as vegetation management as well as acquisition and merger petitions.

In cooperation with the Director, create and monitor various cross-functional teams to address rate cases, special projects, and petitions.

Review administrative rules and proposed revisions/modifications thereto; and provide timely responses and comments to proposed rules.

Prepare presentations in support of the Energy Division positions in order to brief the Executive Director, and BPU Commissioners in connection with BPU Agenda Meetings.

Work with the Director in the development of Energy Division matters included in the New Jersey Energy Master Plan.

Participate in the Board's E-team in order to keep abreast of proceedings and developments at PJM and FERC to determine the impact on New Jersey. Participate and intervene when appropriate.

Monitor emerging trends in energy regulation through participation in industry and regulatory groups. Work closely with the Attorney General's Office in cases before the Office of Administrative Law.

EDUCATION: Graduation from an accredited college or university with a Bachelor's degree is mandatory. An advanced degree is preferred but not required.

EXPERIENCE: Two (2) years' experience in supervising managers and analysts in a regulatory environment. Candidate must have experience involving the operation and/or regulation within the energy sector, including familiarity with utility regulatory policies, standards and procedures.

OPEN TO THE FOLLOWING: All NJ Residents

NOTE: RESIDENCY LAW: Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the "New Jersey First Act," which became effective September 1, 2011, all persons newly hired by the Executive Branch on or after that date shall have one year from the date of employment to establish, and then maintain principal residence in the State of New Jersey. New Jersey State employees hired prior to September 1, 2011 who transfer from within the Executive Branch or from another State of New Jersey appointing authority without a break in service greater than seven days but who reside outside the State of New Jersey are not required to change their principal residence to New Jersey in order to comply with the act.

The State of New Jersey is an Equal Opportunity Employer.

PLEASE FORWARD RESUMES VIA MAIL OR EMAIL:

NJ Board of Public Utilities
Office of Human Resources
44 S. Clinton Avenue
P.O. BOX 350
Trenton, NJ 08625
HumanResources@bpu.state.nj.us