

REGULATORY ASSURANCE SPECIALIST

Management Position - Finance Division

Salary commensurate with education, experience, and qualifications

SYNERGY NORTH distributes electricity to approximately 50,000 residential customers and 6,000 commercial customers located in Thunder Bay and Kenora, Ontario. It is our mission to provide outstanding energy services in a safe, reliable, and trusted manner to our communities in order to power people's lives. To do this, we are continuing to build on our strong team of professionals and have a newly created position as the Regulatory Assurance Specialist.

This is a full-time position based in Thunder Bay with the potential for alternative work arrangements. All candidates regardless of location are encouraged to apply. SYNERGY NORTH invests in the safety and wellbeing of our employees. We provide a robust training program, and a comprehensive benefits package. The successful candidate may be required to travel to Thunder Bay and/or Kenora, Ontario, especially during the onboarding phase of their employment.

POSITION SUMMARY:

This newly created opportunity with growth potential, reporting to the Regulatory & Financial Assurance Manager, the Regulatory Assurance Specialist will:

- Provide analytical and accounting support for the regulatory and business activities of SYNERGY NORTH, ensuring compliance with the requirements of the Ontario Energy Board and other regulatory agencies.
- Be responsible for regulatory reporting, preparing Independent Electricity System Operator (IESO) submissions and Ontario Energy Board (OEB) rate applications, regulation summarization and corporate impact identification, all with a view to ensuring SYNERGY NORTH's operations comply with regulatory obligations.

The Regulatory Assurance Specialist will:

- Extract and collate data from multiple sources, including spreadsheets, databases, billing and accounting systems and external data sources, to prepare a wide variety of regulatory filings monthly, annually, and ad hoc as required.
- Apply analytical skills to identify and interpret trends in data.
- Apply critical thinking and respond with creative solutions to improve the regulatory data collection and reporting processes.
- Perform regulatory account analysis, reconciliations and creating adjusting journal entries for monthly power invoices, monthly IESO settlements, and account variance explanations for quarterly and annual regulatory related accounts.
- Complete annual rate applications and create resulting billing codes and general ledger transactions, internally communicate financial impact on the Corporation and rate impacts to our customers.
- Prepare annual regulatory department budget and projections.
- Maintain awareness and an understanding of regulatory policy so as to interpret regulatory requirements and assist other internal divisions with implementation.
- Plan, coordinate, and monitor multiple tasks and projects, ensuring that deadlines are met.
- Performs other related duties as may be assigned.

MANDATORY QUALIFICATIONS:

Post-secondary education in Business, Finance, Computer Science or Economics, together with 3 years of related accounting and/or regulatory experience, or an equivalent combination of education and experience. The ability to multi-task in a time-sensitive environment. An advanced working knowledge of computerized information systems is necessary along with an advanced skill in Excel, Word and reading comprehension. A demonstrated commitment to continuous improvement, customer service, leadership, and teamwork principles is necessary. Excellent interpersonal, problem-solving, organizational and communication (verbal and written) skills together with the ability to maintain professional and effective working relationships. Must be competent within the meaning of the Occupational Health & Safety Act.

PREFERRED QUALIFICATIONS:

An understanding of electrical utility billing practices; the Ontario Energy Board's Rules and Regulations; and the Independent Electricity Systems Operator's Settlement Procedures. Strong knowledge of Caseware, experience with multiple accounting suites or packages and/ or other analytical software and query knowledge.

CONDITIONS OF EMPLOYMENT:

Must have and maintain access to a vehicle. Must be willing to work overtime or remotely as required. Must successfully complete a Police Information Check. Must be willing to travel.

TESTING To confirm ability and suitability, applicants may be required to take tests related to the job requirements and duties of the position, which may be conducted by a third party.

Internal and External applications including detailed resume and outline of qualifications are being reviewed starting at 9:00 am on **Tuesday, September 6th, 2022** and will continue to be accepted until position is filled by the Human Resources & Safety Division.

Note: Please submit your application electronically to recruit@synergynorth.ca