



## **Data and Systems Analyst**

### **Who We Are**

[Clean Power Alliance](#) (CPA) is Southern California's locally operated community choice aggregation (CCA) electricity provider across 32 communities within Los Angeles and Ventura counties, providing clean renewable energy at competitive rates. CPA is the largest CCA in California and 5<sup>th</sup> largest electric load serving entity in the State, serving over three million residents and businesses through approximately one million customer accounts.

### **What You'll Do**

CPA is seeking an experienced, detail-oriented, and enthusiastic professional to join our growing team as Data and Systems Analyst. The Data and Systems Analyst assist with the deployment of CPA's Data and Systems Strategic Plan, developing technology requirements for RFPs, evaluating responses and working with vendors and consultants to deploy new systems (e.g. Data Analytics Platform, Forecasting and Analysis, CRM, ETRM, Financial Management & Accounting, Financial Modeling, Budget, and Planning Analysis). Key areas of focus include but are not limited data storage, cloud environment deployments and ongoing maintenance, technology assessment, interface development, product implementation and support, and project management. The Data and Systems Analyst will also assist in optimizing solutions to be as cost effective as possible and seeking new opportunities to apply information technology to CPA's business processes which allow it to be more effective.

### **Who You'll Work With**

Reporting to the Director of Technology, Data, and People, the Data and Systems Analyst will ensure that the technology CPA deploys meets CPA's needs in the most effective and efficient way possible. The Data and Systems Analyst will work with key internal and external stakeholders, consultants, our data manager, and our business partner, Southern California Edison (SCE).

### **Commitment to Diversity**

At CPA, we value diversity and are committed to creating an inclusive environment for all employees. We represent a diverse customer base and intend to hire employees that reflect our communities. Clean Power Alliance provides equal employment opportunities to all applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

### **Culture**

CPA fosters a culture of open communication, responsibility, and intellectual curiosity. As a small team building the largest CCA in California, high levels of trust, collaboration, and mission alignment are key. We value transparency, responsiveness, and innovation.

### **Successful Candidates Must Demonstrate the Following Abilities:**

- Enjoy engaging with passionate internal and external stakeholders
- Be a strong communicator who can write compellingly and clearly

- Have a strong command of modern data management systems, analytics, and cloud-based infrastructure
- Have a high tolerance for uncertainty but know how to bring things to resolution
- Have a strong work ethic and be comfortable taking initiative/working in a fast paced, start-up environment
- Work well on diverse teams and with consultants
- Be able to interpret and explain policies, procedures, and regulations
- Translate complex technical information into non-technical messages for stakeholders
- Be able to organize and carry out projects with minimal instruction, compose correspondence independently based on policy and guidelines and maintain complex records

## **Duties and Responsibilities**

### *Systems Development/Deployment*

- Support deployment of third-party systems and development of custom-built systems (e.g., Meter Data, Forecasting, and Analysis system).
- Assist in technology configuration and interface development and maintenance across various in-house and external applications, including meter data, forecasting and analysis (MDFA); finance and accounting; energy trading and risk management (ETRM); and customer relationship management (CRM).
- Develop scripts to access data and develop and perform Extraction, Transformation, and Load (“ETL”) processes to make external data available to the data stores.
- Develop models and algorithms to generate analytic insights from CPA data, disseminate those insights across the organization, and extract the most value out of CPA’s data.
- Develop, perform and maintain queries and reports on metered usage, billing and other data.
- Work in close collaboration with the marketing, customer programs, account services, finance and power procurement teams to analyze data.
- Troubleshoot data quality and transfer issues with services providers, SCE, and customers.
- Research and support the deployment of new data storage and processing technologies.
- Support the organization’s day-to-day technology and data needs.
- Develop and maintain data pipelines between CPA’s various data sources and its analytics platform/data warehouse, including writing and scheduling recurring data processing jobs/scripts.
- Implement and maintain business intelligence (BI) tools and dashboards in collaboration with the marketing, customer programs, account services, finance, and power procurement teams.

### *User Support*

- Assist users across the organization with data access, development of standard and customized reports, and technical issues.
- Provide support to internal staff as needed.

### *Systems Maintenance & Support*

- Install and configure hardware and software components.
- Upgrade systems to enable compatible software.
- Install and upgrade antivirus software.

- Test and evaluate new technology.
- Perform tests on new hardware and software.
- Troubleshoot hardware and software issues.
- Analyze IT requirements and provide objective advice on the use of IT.
- Set up new user accounts and profiles and handle password and security issues.
- Performs other duties as assigned.

## **Qualifications**

Candidates must have a bachelor's degree in information technology, computer science or engineering or related field and a minimum 3 years of experience in a similar role. Start-up experience is highly desired. Must be able to sit at a desk and work on a computer for prolonged periods and be able to lift up to 30 pounds.

## **Required Skills**

- Experience troubleshooting systems.
- Skilled in database programming and software installation.
- Proficient with cloud computing environments including but not limited to AWS and Microsoft Azure.
- Familiar with a range of software and hardware.
- Experience in an energy trading/transaction-based environment.
- Experience with Microsoft Dynamics CRM preferred.
- Excellent written and oral communication skills.
- Excellent organizational, scheduling, time management skills and attention to detail.
- Ability to act with integrity, professionalism, and confidentiality.

## **Salary and Benefits**

The salary range for this position is \$110,000-135,000, with exact compensation to be determined by Clean Power Alliance, dependent on experience. Benefits include health care, a 401(k)-like match program, paid vacation, and sick leave. This is not a civil service position.

## **How to Apply**

Candidates should send a succinct and well-written cover letter and resume with 3 references to [jobs@cleanpoweralliance.org](mailto:jobs@cleanpoweralliance.org). The start date for the position is as soon as possible and will remain open until filled.