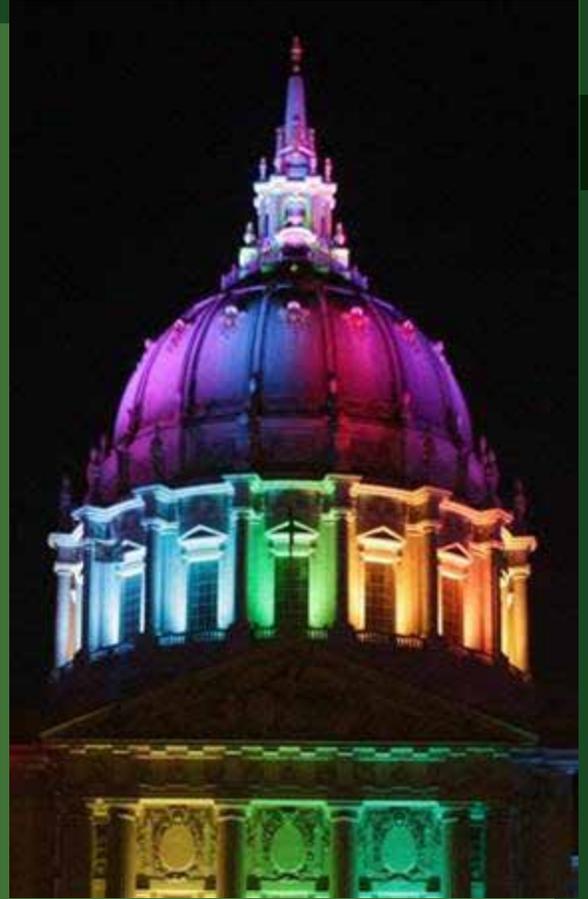


DEPUTY MANAGER, POWER

San Francisco Public Utilities Commission





THE POSITION

Reporting to the Assistant General Manager, Power, the Deputy Manager will be responsible for working with the group managers in their respective work sections to set priorities, coordinate with senior management on Power policy development and planning needs, identify strategic issues and analytical frameworks for their investigation, assure staff development and safety, assign projects to work section managers, represent Power as needed to develop strategic relationships and promote public confidence in Power operations. In addition, this individual will provide support to other SFPUC leadership as needed, assure submission of required regulatory reports, manage Power budgets and spending reports, assure effective contract administration, and provide information to other Power managers on market and technology trends. Representative duties include:

- Developing, reviewing, investigating, interpreting, implementing, enforcing and analyzing operating procedures, rules, regulations, policies, methods, and reports.
- Directing the preparation of bi-annual budget estimates, reviewing expenditures, approving modifications, reviewing and setting policies for materials procurement, contract specifications, and equipment requests.
- Directing the preparation of requests for proposals and contracts for services to or for the Power Enterprise.
- Planning and directing all operations of the Utility Field Services and Electric Wholesale and Retail Services divisions, which together support more than \$130 million in annual Hetch Hetchy revenues and a staff of nearly 100 full-time employees. These groups are responsible for:

The Utility Field Services Group provides maintenance and construction services for the SFPUC's Street Lights and Electrical Distribution systems. The work group is responsible for planning, maintenance, construction and management of materials. The group provides engineering, technical, and field services in the management, operation and maintenance of City-owned electric distribution systems and 25,000 streetlights in San Francisco. The group also manages facilities on Treasure Island and Yerba Buena Island (TI/YBI).

The Electric Wholesale and Retail Services Group manages the City's FERC regulated contracts for transmission and distribution wheeling and interconnection services; prepares load forecasts (short-, medium- and long-term); prepares and monitors the power/transmission/distribution budget and revenue projections; serves as the Meter Data Management Agent for the Publicly Owned Utility; schedules and settles all transactions in the CAISO markets; serves as the subject matter expert for CAISO markets and requirements; manages all power related data systems and applications; is responsible for Risk Management activities; and, provides business analysis services to inform operational systems planning, budgeting, strategic planning and capital investment decisions across the Power Enterprise.

- Representing the Power Enterprise and its affairs to superiors, government officials, business and industrial organizations, contractors, and the public by making presentations before commission, boards, and community groups.

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- Directing the preparation and maintenance of detailed and complex operational reports and records, including periodic (quarterly, annual) bureau performance reports.
- Providing executive leadership for the operations divisions including departmental goal setting and progress monitoring, employee and customer satisfaction, human resource management, training, and applying uniform guidelines in the application of human resource/personnel procedures, including selection, disciplinary proceedings, and implementation of effective workforce development practices.
- Providing leadership and direction for developing new programs, and establishing organizational goals, priorities and objectives.
- Developing, establishing and enforcing policies and procedures, and making decisions which impact the daily operations including management and allocation of resources

The Deputy Manager will be responsible for deliverables associated with initiatives Power is undertaking in support of the SFPUC's 2020 Strategic Plan and the Hetch Hetchy Business Plan. Specifically, the Strategic Plan objectives and deliverables this Deputy Manager will oversee relate to the Reliable Service & Assets and the Organizational Excellence goals, including:

- Establish quantifiable operational and capital Levels of Service goals.
- Formalize our asset management approach, including developing a comprehensive assessment and preventive maintenance program, and link asset management to our investment prioritization process (Capital Plan).
- Ensure Power Enterprise can mitigate, respond to, and recover from threats and disasters, working with the SFPUC's Emergency Management Team to update Power's Emergency Operations Plan and Continuous Operations Plan.
- Improve Power's safety management system and culture as Power's representative for agency-wide safety initiatives.

The Hetch Hetchy Business Plan objectives this Deputy Manager will oversee for Power include:

- Affordable access to the PG&E distribution grid.
- Invest strategically to reduce costs and ensure customer stability.
- Invest to ensure commercial delivery speeds and high levels of service to customers and stakeholders.

POWER ENTERPRISE

The Power Enterprise, within the SFPUC, has two separate power programs, Hetch Hetchy Power, San Francisco's Publicly Owned Utility serving 150 MW of retail load, and CleanPowerSF, San Francisco's Community Choice Aggregation program, serving 70 MW of retail load. Power Enterprise serves this load with a combination of owned and purchased resources. SFPUC owns and operates the Hetch Hetchy Water and Power Project, which includes hydro-electric power generation in Moccasin, California; solar arrays throughout San Francisco; and biogas cogeneration facilities, which together produce cost-effective energy with a zero greenhouse gas (GHG-free) emission profile. Both of these power programs' supply portfolios exceed State minimum renewable content. Power Enterprise provides its retail customers with distributed energy resource programs. In addition to these retail electricity service offerings, Power Enterprise is responsible for San Francisco streets and pedestrian lighting.

SAN FRANCISCO PUBLIC UTILITIES COMMISSION

The San Francisco Public Utilities Commission is a department of the City and County of San Francisco that provides retail drinking water and wastewater services to San Francisco, wholesale water to three Bay Area counties, and greenhouse gas-free hydroelectric & solar power to San Francisco's municipal departments and select local residential and business communities through the CleanPowerSF and Hetch Hetchy Power programs.



The SFPUC is comprised of three essential 24/7 service utilities: Water, Wastewater and Power. The mission of the SFPUC is to provide customers with high quality, efficient and reliable water, power, and sewer services in a manner that is inclusive of environmental and community interests, and that sustains the resources entrusted to our care. These functions are supported by the Business Services, Infrastructure and External Affairs bureaus. It has about 2,300 employees working in seven counties with a combined annual operating budget of over \$1 billion.

THE COMMUNITY

San Francisco is the fourth largest city in California with more than 865,000 residents and a daytime population that swells to more than 1.2 million. It is also one of the most culturally diverse and internationally recognized of all American cities; the community is a blend of residents, businesses, and tourists from many ethnic cultures and backgrounds. San Francisco is one of the most ethnically diverse major cities in the United States, with residents of African American (5.8%), Asian (33%), Caucasian (41.9%), Hispanic (15.1%), Native American (.2%), Pacific Islander (.4%), and other (3.5%) descent. The City is also home to the third largest concentration of members of the LGBTQ community among the 50 largest U.S. cities.

Built on a 49 square-mile peninsula, its unique terrain is bordered on three sides by the Pacific Ocean and the San Francisco Bay. Regionally, San Francisco is often referred to as the economic and cultural hub of the Bay Area because of its vibrant make-up.

THE IDEAL CANDIDATE

San Francisco's Public Utilities Commission seeks a confident, results-oriented leader and manager who is passionate about the environment and public service. The ideal candidate will stay current with best practices and trends in managing power operations groups and lead the program to maximum efficiency so that the customer, City and department goals continue to be met. This person will also enjoy working in a fast-paced, supportive environment where collegiality, professionalism, teamwork, and an appreciation for fun are valued.

The Leadership Competency Model illustrates what it means to be successful for any leader at the SFPUC, supporting our commitment to organizational excellence. The ideal candidate will have a demonstrated track record and ability to exercise the following competencies which are the most critical to the Deputy Manager, Power role:

- **Relationship Management** - Leverages outstanding communication skills to build open, honest, and respectful relationships, developing networks and lasting partnerships across boundaries to maintain strategic relationships and achieve common goals. Engages and works collaboratively with the active unions, diverse neighborhoods, other departments and the PUC's Executive Team
- **Strategic Planning** - Formulates objectives and priorities, implements plans, and allocates resources to achieve the long-term goals of the organization. Implements the capital plan, tracking progress and staying on top of the multi-year implementation

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- **Business Acumen** – Leverages business concepts, terms, and tools to achieve desired outcomes and develop sound budgets and plans surrounding the financial and operational functions of the organization
- **Change Management** – Provides active and visible sponsorship for change initiatives in order to drive the adoption and usage of new solutions to fully realize organizational benefits and project objectives
- **Accountability** – Inspires trust by acting with integrity, honesty, and fairness. Holds self and others to their roles and responsibilities. Acts as a responsible steward of the resources entrusted to the SFPUC
- **Risk Management** – Identifies, assesses, and mitigates operational, financial, legal, or health and safety risks impacting the organization's achievement of strategic goals and objectives
- **Talent Management** – Builds and develops a highly-skilled workforce based on organizational goals, budget considerations, and staffing needs. Creates succession planning strategies to address an aging workforce
- **Innovation** – Creates a thriving culture in which employees feel both safe and encouraged to explore new ideas and improve existing ones. Voices opinions, remaining open to feedback, diverse perspectives, and embraces opportunities for improvement and change
- **Safety Excellence** - Actively promotes a safety culture of the highest standard by allocating resources, ensuring compliance, and creating policies aligned with industry best practices



Education, Certifications and Experience

Requires possession of a bachelor's degree in engineering; environmental sciences; project or construction management; public policy or business/public administration; economics, finance or a closely related field AND six (6) years of professional experience developing and overseeing a large department or program in a municipal setting. This must include at least four (4) years of managerial/supervisory experience.

Desirable Qualifications

- Extensive project or construction management experience
- Experience working in a multiple union environment
- Experience working with state and federal energy regulatory agencies
- Knowledge of budget management and development
- Knowledge of power project financing and principles
- Experience with government budgeting, accounting, and contracting
- Experience with electric infrastructure programs

This is a national recruitment and candidates from outside of California are encouraged to apply.

COMPENSATION

The expected hiring range for this position is \$145,548.00 to \$185,744.00. Appointment above the maximum of the normal range may be considered based on documented and substantiated recruitment and retention issues or exceptional skills. A special approval process is necessary for appointment above the normal salary range. The City also provides an excellent benefits package, including:

Retirement – Through the San Francisco Employee Retirement System (SFERS) a defined-benefit retirement is provided under the “2.3% at 62” miscellaneous employees’ formula.

Life Insurance – Life insurance is provided in the amount of \$50,000.

Benefits – Eligible Municipal Executives may enroll themselves and eligible family members in medical, dental, and vision benefits.

Executive Leave and Vacation – Five days of paid executive leave and five ‘floating holidays’ are provided annually. Vacation days are accrued at increasing rates starting with ten days annually in the first five years of continuous service, rising to twenty days annually after completing fifteen years of continuous service.

Legal Holidays – Eleven (11) paid legal holidays per year.

Sick Leave – Thirteen (13) days annually.

For additional information regarding benefits, visit: <http://sfdhr.org/benefits-overview>

HOW TO APPLY

Please **apply on-line** at www.allianceRC.com by **May 11, 2018**. For questions and inquiries, please contact:

Cindy Krebs or Sherrill Uyeda

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 Alliance Resource Consulting LLC

The City/County of San Francisco encourages women, minorities and persons with disabilities to apply. Applicants will be considered regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, sexual orientation, medical condition or pregnancy.

