



Strategic Utility Consulting

Job Description

Company: UtiliWorks Consulting, LLC

Job title: Analyst (Technical)

Date Posted: [8/15/18]

Job Location: Baton Rouge, LA

Relocation: Not offered

Number of Openings: 1

Reports to: Manager

Type of position:

Full-time

Part-time

Contractor

Intern

Exempt

Nonexempt

About the Company:

UtiliWorks is Baton Rouge based Limited Liability Company. We are a consulting firm that provides professional services to electric, water, and natural gas utilities throughout the U.S. We specialize in providing assessments and business cases, procurement management, design and implementation oversight for smart grid/ water/ gas programs. Together with our clients, UtiliWorks advances business and technology solutions that strategically enhance utility operations. For more information, visit www.utiliworks.com

At UtiliWorks, our corporate values are reflected in all that we do:

1. Build Relationships based on Integrity, Dignity and Respect (Customers, Vendors, Employees)
2. Promote a Commitment to Excellence and Service
3. Share Knowledge & Support Continuous Learning
4. Communicate Directly, Openly & Honestly
5. Invest in the Long Term

General Description:

The Technical Analyst will primarily support utility client projects through research, analysis, and problem solving. He/she will contribute to client deliverables, including draft communications, reports, and findings/recommendations. In addition to direct project work, the Analyst will support internal sales and marketing activities as needed.

Job Duties:

- Assist with the research, writing, and development of client deliverables including Feasibility Studies, Requests for Proposals, reports, memoranda, presentations, business process re-design work, procurement activities, etc.
- Research and analyze primary and secondary information and support the effort to

translate the information into strategic conclusions for our clients

- Conduct various data analyses using analytical tools such as MS Excel, MS Project and MS Access
- Contribute to and assist in maintaining the equipment and services cost database
- Support team with the administration of the SharePoint site, including setting up new project sites, adding new users, and managing permission levels
- Conduct business case financial modeling, including sensitivity analysis for a variety of technology deployment scenarios
- Support team in the collection and documentation of business requirements including development of discovery and documentation of results
- Support team with client business processes re-engineering efforts, including development of discovery and documentation of results in process diagrams (MS Visio)
- Support the project team in their efforts to communicate conclusions and recommendations to our clients
- Develop knowledge and understanding related to the electric, water and gas utility industries with specific attention to advanced metering and Smart Utility technologies
- Take ownership of relationship with junior members of client team
- Work with, develop positive relationships with, communicate with, and coordinate activities with other employees from all departments
- Participate in industry events such as conferences and writing for industry publications
- 25-30% travel required

Desired Qualifications:

- Bachelor's degree in Business, Engineering, Technical or a related discipline strongly preferred
- 1+ years of intern experience in a consulting or related capacity preferred. Energy industry experience is a plus.
- Strong verbal and written skills to support the effective communication of key findings to team members and clients
- Proficient in MS Excel, Word, Power Point, and Visio. MS Project proficiency a plus.

Benefits:

UtiliWorks offers a competitive salary and a full benefits package (medical, dental and vision benefits coverage). At UtiliWorks, you will find an environment where respect, satisfaction and hard work are valued.

To Apply:

To respond to this opportunity, please e-mail your resume to: nnaassan@utiliworks.com