

EMPLOYMENT OPPORTUNITY:
ENFORCEMENT ANALYST (ALL LEVELS)

July 11, 2023

ABOUT THE MARKET SURVEILLANCE ADMINISTRATOR

The Market Surveillance Administrator (MSA) is a public agency that protects and promotes the fair, efficient, and openly competitive operation of Alberta's electricity and retail natural gas markets. The MSA conducts surveillance of Alberta's electricity and retail natural gas markets and undertakes enforcement activities to ensure compliance with all applicable electricity and natural gas legislation, the Alberta Reliability Standards, and the Independent System Operator's rules.

The MSA's work is carried out by a small group of highly trained economists, analysts, and legal and administrative staff. If you are looking for a challenging and collegial environment where everyone's contribution counts, the MSA welcomes you to our team. We reward our staff with competitive compensation and benefits, as well as the opportunity to continuously develop new skills and abilities. The MSA offers a hybrid work model.

CAREER OPPORTUNITY

The MSA is looking to recruit an Enforcement Analyst or Senior Enforcement Analyst (Enforcement Analyst). Title and compensation will be determined based on relevant work experience and demonstrated ability. This position will report to the Director, Enforcement and be part of the MSA Enforcement unit. The MSA Enforcement unit is responsible for investigation and enforcement of all applicable electricity and natural gas legislation,¹ the Alberta Reliability Standards, the Independent System Operator's rules, and Alberta Utilities Commission (Commission) rules and orders.

The Enforcement Analyst will have the following responsibilities, commensurate with the successful candidate's level of experience:

- Conduct investigations, which includes preparing information requests, reviewing records, conducting interviews of market participants, conducting or directing economic and data analysis, preparing written investigation reports, and presenting recommendations to management;
- Review and assess events and information relating to suspected contraventions of Alberta Reliability Standards and ISO rules, direct experts when necessary, provide

¹ Among others, this includes: the *Electric Utilities Act*, the *Fair, Efficient and Open Competition Regulation*, the *Transmission Regulation*, and the *Code of Conduct Regulation*.

recommendations to management on enforcement outcomes, and prepare enforcement dispositions;

- Prepare for and participate in enforcement proceedings at the Commission, which may include drafting application materials, working with legal counsel and experts, and representing the MSA as a witness;
- Liaise with counterparts at the Alberta Electric System Operator, the Commission, the Western Electricity Coordinating Council, and market participant organizations to identify and resolve issues;
- Provide enforcement expertise in relation to a wide range of MSA activities, including on investigation and enforcement matters, regular public reporting, the setting of corporate goals, and mentorship and training. This may be done by supporting the work of colleagues, including editing and commenting on written materials, or as the lead or sole staff person assigned to a file; and
- Assist, guide, mentor, and train MSA staff and consultants to administer perform complex investigative and enforcement assignments.

To complete this work successfully, the Enforcement Analyst will work individually and as part of teams to support the MSA's enforcement mandate. They will be expected to develop and execute analytical frameworks, methodologies, and work plans that are appropriate to their assigned tasks and to present and actively seek feedback regarding the results and implications of their work. They will also be expected to assist, guide, and train others to perform complex assignments. Active project management and the ability to prioritize competing demands will be essential for success in the position.

Qualifications

- Bachelor's or Master's degree in economics, business, mathematics, engineering, power systems, or other quantitative discipline or a Bachelor of Laws (LLB) or Juris Doctor degree. Willingness and eagerness to learn is essential.
- Professional experience in an investigative, regulatory, technical or compliance role is an asset and will be reflected in the level of the successful candidate's position.
- Work experience in the Alberta electricity market is an asset, including analytics, market assessment, design, compliance, and enforcement. Demonstrated experience in project management and staff mentoring is also an asset.
- Demonstrated experience with the ISO rules, Alberta Reliability Standards, NERC Reliability Standards, Commission rules, or legislation under the jurisdiction of the MSA is an asset.

- Exceptional written and oral communications skills are required, including the demonstrated ability to effectively present information to and receive constructive feedback from colleagues, industry professionals, and public groups through detailed written reports and oral presentations.
- Demonstrated ability to evaluate complex data to test hypotheses, apply and adapt frameworks, evaluate results, and draw and present conclusions is required.
- Demonstrated experience with statistical and / or data management software is required. Advanced Microsoft Office skills are essential.
- Ability to work effectively individually and on teams and under inflexible time constraints.

APPLICATION PROCESS

If you are interested in this role and meet the required qualifications, please submit (i) a cover letter that demonstrates each of the qualifications outlined above and (ii) a resume or curriculum vitae before 4 p.m. MT on Tuesday, August 1, quoting the position title in the subject line, to careers@albertamsa.ca.

We thank all applicants for their interest; however, only candidates selected for an interview will be contacted. Successful candidates will need to undergo background checks prior to the commencement of employment, which may include eligibility to work in Canada.

Applications for this position may be used to fill similar positions should they become available.

PRIVACY NOTICE

The personal information contained in cover letters and resumes is being collected for the purpose of determining your eligibility and qualifications for a position with the MSA. This information is collected in accordance with section 33(c) of the *Freedom of Information and Protection of Privacy Act*. If you have any questions about the collection or use of this information, please contact the MSA's FOIP Coordinator, Suite 600, 440 - Second Avenue SW Calgary, AB T2P 0L6 or by telephone at 403-705-3181