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Newmarket-Tay Power Distribution Ltd.

REGULATORY ANALYST

Job ID: FI-22-106

Newmarket-Tay Power Distribution Ltd. (NT Power) delivers power with pride to almost 50,000 customers within the Town of Newmarket, Town of Midland and Tay Township. Headquartered in Newmarket, Ontario, NT Power has an additional office in Midland, Ontario, which is approximately one hour north of Newmarket along the shores of Georgian Bay.

We require a dynamic, collaborative individual to join our team as a **Regulatory Analyst**, working in a team environment at our head office in Newmarket.

POSITION SUMMARY

The Regulatory Analyst performs core regulatory activities to support the business goals of the organization and contribute to the success of the regulatory department. The primary responsibility is to lead regulatory reporting, ensure compliance and support Management to implement regulatory requirements. The responsibilities include working with a team to continuously improve systems for applications and internal controls in accordance to business policies, regulatory guidance and laws.

This is a great opportunity for an individual with knowledge and understanding of the rate regulated industry with prior experience in a financial or business analyst role. The individual will be required to complete the submissions to the Ontario Energy Board, Ministry of the Environment, Independent Electricity System Operator and manage regulatory accounts

Although the qualifications below would be nice to have, we believe our greatest asset is our employees, their ability to learn, and their cultural fit to the future direction of this organization. We strive to be an independent industry leading LDC committed to our customer's changing needs. If you think you would excel in a growing, fast-paced, and independently directed position, this opportunity is ideal for you.

DUTIES AND RESPONSIBILITIES

- Assists in the preparation of rate submissions and related projects ensuring compliance.
- Develops, implements, and completes internal bill audits.
- Works with Finance team to prepare, review and analyze regulatory accounts including outstanding balances, billing anomalies, regulatory adjustments, and interest implementation.
- Collects, analyzes, and maintains data from all NTP departments on a monthly, quarterly and annual basis.
- Coordinates responses to industry data requests and responses for regulatory and government agencies.



- Key contributor for the implementation, maintenance, and enhancements of processes for Wholesale Settlement.
- Analyzes statistical data and produces reports for review by Senior Management and internal departments.
- Interprets and provides feedback to NTP on regulatory decisions, amendments to existing codes and new regulations.
- Liaises with internal departments to coordinate new process workflows resulting from government/regulatory directions.
- Participates and prepares material to learn and contribute to working groups as an NTP representative.
- Perform the duties of the position in a safe manner, in compliance with the Occupational Health and Safety Act, the E&USA Rule Book, NTP's Health and Safety Policy and Procedures Manual, and any other pertinent regulations, to promote a healthy and safe workplace for all employees.
- Act as backup to Billing and Settlement Analyst
- Other Duties as assigned.

QUALIFICATIONS

- Completion of a post-secondary program majoring in Accounting, Business, Finance, Economics or a related field.
- 3 to 5 years' experience in a rate regulated industry, understanding the Ontario Electricity Market both wholesale and retail is preferred.
- 2 to 5 years Financial, Regulatory or Business Analyst experience required.
- Able to work independently, use judgement, synthesize legislation, and take responsibility.
- Strong project management skills with proven track record to meet tight regulatory deadlines working under pressure dealing with multiple priorities.
- Experience analyzing large amounts of data and converting them into quantitative and qualitative information for business decisions.
- Excellent verbal and written communication skills able to effectively deliver / disseminate regulatory changes and financial information.
- Innovative, resourceful, strong interpersonal and organizational skills to work in a team environment.
- Strong working knowledge of Microsoft Office Suite.

APPLICATION INFORMATION

If you are interested in this position and meet the qualifications, please submit your resume by visiting our Careers page at <https://ntpower.ca/careers>. We appreciate the interest of all candidates, however, only those selected for an interview will be contacted.



Candidates are required to disclose NT Power employees who are immediate family members at the time of the interview.

The successful candidate will be required to obtain a criminal verification screening as a condition of employment.

APPLICATION DEADLINE FOR THIS POSITION IS December 9, 2022 by 4:30pm.

Newmarket-Tay Power Distribution Ltd. is committed to fairness and equity in employment and our recruitment and selection practices. We encourage applications from Indigenous peoples, people with disabilities, members of sexual minority groups, members of racialized groups, women and any others who may contribute to the further diversification of our LDC community. Accommodation will be provided in all parts of the hiring process. Applicants need to make their requirements known in advance when applying through <https://ntpower.ca/careers>.

