

**Class Code
U0905**

Chief of Council Utilities Regulatory Office Staff

POSITION OVERVIEW:

The Chief of Council Utilities Regulatory Office Staff (Chief) is a highly responsible professional unclassified position reporting to the Utilities, Cable Telecom and Technology Committee (“UCTTC” or “committee”) of the New Orleans City Council (“Council”). The Chief implements and supervises the activities of the Council Utilities Regulatory Office (“CURO”). CURO functions as the regulatory and administrative support staff to the UCTTC, regularly communicating with the Committee Chair (“Chair”) regarding current committee priorities and performing the work described in “Substitute Exhibit A to Motion M-17-217” (“Exhibit A”), attached. As described in Exhibit A, CURO provides research and recommendations, oversees the responsibilities and activities of the utility regulatory and cable/telecommunications legal, technical and accounting advisors retained by the Council (“Advisors”) and serves as the initial public interface among the UCTTC, the Council, and the public, including all participants and stakeholders in the utility regulatory process.

DISTINGUISHING FEATURES OF WORK

Reports to: The UCTTC.

FLAS Status: Exempt

Supervision Received: The Chief serves at the pleasure of the UCTTC and the Council, which is the regulatory body for public utilities in Orleans Parish.

Supervision Exercised: Supervises the in-house CURO staff as it performs work on issues related to the Council’s regulation of the jurisdictional electric and natural gas utility, issues attendant to franchised cable and wireless providers and certain technology matters.

Environmental Factors: Any employee in this class must be physically able to operate a variety of job related machines and/or office equipment and be able to move or carry job related objects or materials. Physical demand requirements for this class are at levels of those for sedentary or office environment work.

WORK DESCRIPTION

The Chief is expected to plan, organize and supervise the CURO work described in Exhibit A.

NECESSARY KNOWLEDGE, SKILLS, AND ABILITIES

Qualified candidates must be a resident of Orleans Parish or become a resident upon commencement of work.

Qualified candidates should possess, at a minimum, a Bachelor's of Science degree. A graduate degree is preferred; however, qualified work experiences can serve as a substitute for a graduate degree.

In addition to the required experience described in the following paragraph, qualified individuals must also be prepared to show a work/experience background that is commensurate with an ability to perform all work described in Exhibit A.

Qualified candidates are required to have five years of progressive experience in at least four of the following areas:

1. Interpreting/clarifying federal, state and municipal laws and policies.
2. Supervising and administering contracts.
3. Interacting with governmental agencies, businesses, or community or private organizations to resolve problems.
4. Working on discrete issues within the electric, natural gas, or telecommunication industries.
5. Drafting utility or telecommunication franchise and permits, or legislation in furtherance of public interest.
6. Work pertaining to the regulation of vertically-integrated utilities.
7. Knowledge of operating procedures, practices and regulations applicable to administrative agency practices.