



CITY OF ANAHEIM
invites applications for the position of:

Enterprise Risk Supervisor

SALARY: \$7,176.42 - \$9,867.58 Monthly
\$86,117.00 - \$118,411.00 Annually

OPENING DATE: 11/04/16

CLOSING DATE: Continuous

DESCRIPTION:



ANAHEIM OWNED. ANAHEIM FOCUSED.

As Orange County's only publicly-owned water and electric utility, Anaheim Public Utilities has provided its residents and businesses with low rates and reliable service for more than 100 years.

The **Enterprise Risk Supervisor** works closely with the Department's senior management team to raise awareness of the need for Enterprise Risk Management, including energy risk management, and helps staff integrate risk management in the business culture of the department. Also helps to improve and maintain an integrated risk framework that is comprehensive in surveying of risk throughout the department, identifying all meaningful exposure of Department interests to internal and external risks. Supports the ERM program and its dual goals of: 1) Protecting itself from risk to reputation, electric and water safety, physical and cyber assets, market activity and credit exposure, financial outcomes, business continuity, internal controls, business evolution, legislative and regulatory changes, and more; 2) Striking an appropriate balance among risk, the cost of mitigation, and the opportunities that arise from intelligent management of risk.

Anaheim Public Utilities is the only municipal electric utility in the county. Our system delivers essential electricity to the 345,000 residents and 15,000+ businesses that call Anaheim home – including multi-million dollar tourism, sports, and manufacturing customers. Anaheim's electric system has grown to support a customer base that uses 2.6 billion kilowatt-hours a year, with more than 593,000 kW annual peak demand. In addition, the municipal water utility provides reliable, high quality water at competitive rates, while ensuring an adequate supply of water is always available to our customers.

The Anaheim Public Utilities mission is to add value to the community through a customer-focused approach to providing reliable, high-quality water and power at competitive rates. In keeping with the City of Anaheim's core values of vision, responsibility, pride and service, Anaheim Public Utilities has developed the following department goals:

- Enhance and maintain our competitive and financial position
- Enhance community aesthetics
- Enhance service delivery, service options and service quality

- Ensure balanced, diverse and cost-effective resource supply
- Strengthen system infrastructure.

IMPORTANT NOTE:

A second review date has been established for this recruitment. Applications will be reviewed on Friday, January 6, 2017. Please submit your application prior to this date to assure consideration.

ESSENTIAL FUNCTIONS:

- On an on-going basis, works with all divisions within the Department to identify existing and emerging risk and manage compliance activities.
- Develops and maintains a risk matrix to methodically catalog and record risks, and mitigation measures, as appropriate.
- Develops and maintains models to evaluate and quantify risks to assess the potential impacts on the Department.
- Develops and maintains regular reporting that concisely apprises Chief Risk Officer of the risks inherent in the Department's business; reporting on the current assessed level of risk vs established risk limits.
- Develops informed recommendations on managing risk, mitigating existing risk or maintaining/increasing risk to exploit opportunities. Works with Chief Risk Officer to develop plans for mitigating identified risks through avoidance, monitoring, or reduction or transference of risk.
- Performs a gap analysis/review of other internal policies to ensure adequacy for purposes of risk mitigation. Helps review compliance to policy and adherence to business controls.
- Stays current on ERM industry trends and best practices.
- Supervises staff responsible for professional level compliance management and/or legislative & regulatory analysis, risk monitoring, or wholesale and gas transaction settlement services.
- Performs related duties as required.

QUALIFICATIONS:

Education:

Bachelor's Degree in business, economics, accounting, finance, or related field. Specific Risk certification/training is preferred, as is an advanced degree in these fields.

Experience:

Total of 4 years of a combination of quantitative analysis and risk management. The preferred candidate will have direct experience in a comprehensive ERM program as well as the business functions of a utility.

Possess knowledge and/or aptitude in the following areas:

- Risk modeling, asset optimization, business analysis, and audit.
- Traditional risk management practices.
- California utility market operations (front-, middle-, and back-office).
- Advanced math and quantitative skills with a focus on risk evaluation.
- Knowledge of accounting principles; principles and practices of statistical, economic and financial analysis.
- California electric and/or water utility business operations, drivers and regulations.
- Knowledge of principles and practice of risk management activities such as risk identification/reduction, loss control, asset protection, and employee safety, etc.

- Principles of project planning and management.

Skills:

- Ability to provide leadership, influence others, and build consensus, working across various divisions in a matrixed organization structure.
- Possess outstanding communication skills.
- High functioning, practical problem-solving skills, and sound business judgment.
- Possess strong oral and written communication skills. Be able to create reports and present to various stakeholders at various levels of knowledge.
- Ability to mediate and resolve complex problems, both quantitative and qualitative.
- Computer usage including the application of MS standard Office software suite; exposure to Risk Management software a plus.

Abilities:

- Demonstrate ability to work harmoniously with co-workers.
- Demonstrate initiative and an ability to work in a self-directed manner.
- Adapt to a variety of situations (including pressure situations).
- Exercise reasoned, methodical judgment in making decisions and evaluating risk.
- Perform economic analysis; analyze and interpret statistical data; conduct studies and evaluate risk models.
- Coordinate and interface with various groups, departments and individuals to achieve program goals and responsibilities.
- Set and develop priorities, methods, standards, objectives and strategies for risk mitigation in project development and funding.
- Read, interpret and use technical documents, laws and data sources.
- Identify, analyze and resolve problems and multiple input priorities between multi discipline departments internal and external to the department.
- Work under pressure, organize priorities, deal with interruptions, possess above-average communication skills, and maintain flexibility and confidentiality.
- Develop and supervise staff.

SUPPLEMENTAL INFORMATION:

The process may include both a written examination and oral interview.

This recruitment will be open on a continuous basis with a second review date of Friday, January 6, 2017. Applicants are encouraged to apply before this time to assure consideration.

License/Certification Required: None

Candidates must be specific and complete in describing their qualifications for this position. Failure to state all pertinent information may lead to elimination from consideration.

The successful candidate will be required to undergo a reference/background check (to include a conviction record), pass a post offer pre-employment medical examination, which will include a drug/alcohol screening.

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Enterprise Risk Supervisor Supplemental Questionnaire

- * 1. Do you have a Bachelor's Degree in Business, Economics, Accounting, Finance, or a related field?
 Yes No
- * 2. If yes, please state what your degree was in and where it was obtained:
- * 3. Do you have a minimum of 4 years of experience with a combination of quantitative analysis and risk management?
 Yes No
- * 4. If yes please summarize your experience including where it was obtained. If you check "No", write "N/A"
- * 5. Do you have direct experience in a comprehensive ERM (Enterprise Risk Management) program?
 Yes No
- * 6. If yes, please summarize your experience and where it was obtained. If you have already included this information in a previous question or you do not have experience in this area write "N/A".
 Yes No
- * 7. Please describe your experience in developing or coordinating a project. Include type of project developed and what methods were used. If you do not have this experience, type "N/A"
- * 8. Please describe any formal training in developing risk mitigation strategies, in particular analysis of the risks and mitigation measures analyzed. If you do not have experience, type "N/A".
- * Required Question