

Floresville Electric Light & Power System

Chief Executive Officer

Position Details

Eligible Applicants:	Open to the Public
Job Status:	Full Time
FLSA Pay Status:	Exempt
Salary Pay Grade:	N/A
Reports To:	Board of Trustees
Typical Schedule:	8:00 a.m. – 4:30 p.m., Monday through Friday
Open Date:	November 02, 2021
Close Date:	December 03, 2021
Advertised Salary:	Salary offered commiserate with qualifications

Job Summary

The purpose of this position is the overall management of the departments and operations of the Floresville Electric Light and Power System (FELPS). This is accomplished by ensuring departments maintain a high level of expertise; evaluating goals; complying with regulations; recommending hiring and disciplinary actions; making decisions with recommendations from staff in matters relating to contracts for power supply, financial policies, the electrical system, procurement, staffing and administrative policies; attending training sessions and seminars on pertinent topics; collaborating, reviewing subjects of importance to FELPS and making recommendations on short and long range strategies, administering a wage and salary plan, recommending compensation levels, employee benefits, and training and development programs to the FELPS Board of Trustees; providing leadership to develop and foster a positive work environment; developing and managing the annual budget; communicating with customers; maintaining professional relationship with appropriate officials and the community; solving problems; and training staff. Some travel is required for industry-related training, conferences, and seminars. Occasional evening and weekend work or meeting attendance is required. This position is also responsible for accomplishing goals and objectives for the utility system; achieving key performance indicators; asset management throughout the organization and serving as the primary regulatory compliance officer. The CEO must live within the Wilson County jurisdiction.

Essential Functions

The Chief Executive Officer will manage utility system by leading operations; developing system goals and budgets; managing assets; creating and reviewing performance reviews; making decisions with recommendations from staff; attending training sessions; working with FELPS Board of Trustees; providing leadership; fostering positive work environment; maintaining professional relationships. The Chief Executive Officer will also manage daily operations by overseeing management staff in construction, operations, finance, and support services, authorizing other expenditures. The Chief Executive Officer will oversee the power supply by monitoring market trends, pricing, and regulations; coordinate with consulting service as needed; negotiate power supply contract terms as needed. Will direct external relations by offering community support to cities in the FELPS service territory; communicating regularly with neighboring utilities, power suppliers and trade organizations; making presentations and attending meetings for local, area and county governing boards, manage regulatory compliance by serving as primary compliance manager for utility; monitor regulations related to NERC, FERC, TRE, ERCOT and other regulatory agencies; coordinating regulatory activities with consultants as needed; and implementing required programs to ensure full compliance.

Minimum Qualifications

- Four-year degree bachelor's preferred, may substitute professional experience for education
- Knowledge of electric distribution system principles and design required
- Strong knowledge of public purchasing and finance rules and regulations
- Management, attainment, and continuation of regulatory compliance
- Computer skills to include Microsoft Office suite, asset management software
- Seven years of professional electric utility experience required,
- Demonstrated planning and organizational skills
- Demonstrated effective oral and written communication skills
- Demonstrated effective decision making and complex problem-solving skills
- Ability to maintain composure and commitment to work during periods of heavy workload and willing to work extra hours whenever needed
- Ability to work without immediate supervision
- Valid Class C Texas driver's license with acceptable driving record

Physical Demands and Working Conditions

The employee will be required to work primarily in an office setting but outdoor work could also be expected. Physical requirements include, but are not limited to, standing, sitting, walking, lifting to 20 pounds, fine dexterity, foot controls (driving), vision, hearing and talking. Working conditions may involve extended work hours for evening and weekend meetings and in

emergency situations. Ability to perform multiple tasks simultaneously and to work closely with others as part of a team is a must. Post job drug screen, driving record, background check, is required.