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Utility Analyst

12/2021

Position Type: Salaried
Reports to: Director of Utility Consulting Services
Location: Atlanta Office

The Utility Analyst will work for the Director, Utility Consulting Services to provide utility clients with advice and support to negotiate contracts, implement business workflows and successfully administer the joint use/pole attachment function of their utilities.

Responsibilities include:

- Reading and interpreting joint use contracts
- Collecting, modeling and analyzing data to evaluate trends
- Developing contract language based on the needs and requests of clients
- Negotiating contract provisions with attachers
- Developing business workflows to improve processes associated with joint use/pole attachment functions
- Attending client council/board meetings
- Involvement in presentation of studies

Qualifications / Required Skills include:

- Bachelor's degree in accounting, business, computer science or related field
- Experience with Microsoft Office Products especially Excel and Word.
- Additional data base management software experience preferred
- Analytical skills
- Ability to take ownership of processes and achieve defined results
- Exposure to developing and implementing business processes
- Exceptional verbal and written communication skills
- Attention to detail and time management skills

Additional considerations:

- Work would include 10% travel.
- Ability to successfully pass a pre-employment comprehensive background check and drug screen.