



Financial Analyst

Who We Are

[Clean Power Alliance](#) (CPA) is a new Community Choice Aggregation/Joint Powers Authority formed to provide electricity services to retail customers in Southern California. With 32 member agencies, CPA is the largest CCA in California and 5th largest electric load serving entity in the State, serving over three million residents and businesses through approximately one million customer accounts.

CPA uses its market power to advance clean energy goals in a way that adheres to the local priorities of its member agencies. To further this mission, CPA is seeking a motivated, highly organized and detail-oriented team member to provide analytical and other support to the finance team.

This is a challenging opportunity to play an important role helping to restructure Southern California's energy market to rapidly reduce greenhouse gas emissions and provide local choice in energy supply and services.

What You'll Do

CPA is seeking an organized, detail-oriented, and dynamic professional to join and support our growing Finance team. This is an outstanding entry level opportunity to work at an important intersection of finance and energy in California.

Who You'll Work With

Working closely with the Energy team, the Finance team performs various functions including treasury management, risk management, financial planning and analysis, budgeting, accounting and financial reporting. Reporting to the Chief Financial Officer, the Financial Analyst will work closely with the Manager of Financial Planning and Analysis, Controller and Accountant to support finance functions, including month-end close related activities, projects, and implementing financial processes and controls.

Commitment to Diversity

At CPA, we value diversity and are committed to creating an inclusive environment for all employees. We represent a diverse customer base and intend to hire employees that reflect our communities. Clean Power Alliance provides equal employment opportunities to all applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.

Culture

CPA fosters a culture of open communication, responsibility, and intellectual curiosity. As a small team building the largest CCA in California, high levels of trust, collaboration, and mission alignment are key. We value transparency, responsiveness, and innovation.

Successful Candidates Must Demonstrate the Following Abilities:

- Have strong analytical skills and attention to detail
- Have good communication skills
- Have a strong work ethic and be comfortable taking initiative/working in a fast paced, start-up environment
- Work well on diverse teams and with consultants and be highly collaborative
- Power market experience is a plus but not a requirement

Duties and Responsibilities

- **Budgeting:** Assist in the preparation of budget and financial forecasts. Support Finance team in preparing financial reports and Budget to Actual analysis at agency and departmental basis. Assist with developing systems to receive feedback and improve budget management.
- **Accounting:** Assist in month end close reconciliations. Compile credit card receipts and reconciliations for review by manager. Prepare documentation for key financial processes. Assist with annual financial audit as needed.
- **Financial Planning and Analysis:** Assist with preparation of financial plans and reports including Key Performance Indicators (KPI) and suggest improvement ideas. Analyze business and financial data, and analyze and report operational metrics. Assist in ad hoc financial project needs, and conduct market research and benchmarking.
- **Treasury Management:** Provide support to treasury management function including the preparation of periodic reports related to CPA investments as assigned.
- **Risk Management:** Provide administrative support to Risk Management Committee as needed. Under direction of manager, develop and implement systems to track and manage credit covenants and collateral requirements. Support annual renewal of insurance policies and process insurance claims as needed. Provide stakeholders with financial reporting as assigned.
- **Other responsibilities:** Interact with outside parties for coordination and analysis. Provide administrative support, prepare forms, coordinate meetings. Assist with preparing and managing Request for Proposals. Perform other tasks as assigned.

Qualifications

Candidates must have a Bachelor's degree or equivalent experience, preferably in the energy or local government sector. Up to 3 years of related experience is preferred.

Required Skills

- Excellent organizational, interpersonal and analytical skills
- Have a curiosity and desire to learn
- Ability to perform in dynamic work environment
- Knowledge of finance and accounting concepts
- Proficiency in MS Office and in particular excel
- Demonstrated knowledge of accounting concepts is a plus
- Experience with data analysis tools such as R, Python and SAS is a plus
- Energy experience and understanding of how markets operate is a plus

Physical Requirements:

- Prolonged periods sitting at a desk and working on a computer.
- Must be able to lift up to 15 pounds at times.

Salary and Benefits

The salary range for this position is \$60,000-80,000, with exact compensation to be determined by Clean Power Alliance, dependent on experience. Benefits include health care, a 401(k)-like match program, paid vacation, and sick leave. This is not a civil service position.

How to Apply

Candidates should send a succinct and well-written cover letter and resume with 3 references to jobs@cleanpoweralliance.org. The start date for the position is as soon as possible and will remain open until filled.