CLASS SPECIFICATION
SAN DIEGO CITY CIVIL SERVICE COMMISSION
ASSISTANT RATE ANALYST

DEFINITION:
Under general supervision to assist in performing public and private utility rate studies and analyses of average difficulty; and to perform related work.

* EXAMPLES OF DUTIES:

- Assists in reviewing applications of City franchised companies for rate increases;
- Assists in conducting studies and analyses, and in making recommendations pertaining to public and private utility costs and services;
- Prepares reports and makes recommendations on specific phases of a project;
- Assists in developing rate spreads and in proposing rate schedules and revisions;
- Assists in the preparation of comprehensive rate projects and assignments;
- Gives testimony before Federal and State regulatory agencies;
- Prepares records and charts.

** MINIMUM QUALIFICATIONS:
College graduation with a Bachelor’s degree, AND two years of experience in engineering, administrative analysis, accounting, utility rate analysis, or a closely related field.

* EXAMPLES OF DUTIES performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.

** MINIMUM QUALIFICATIONS are a guide for determining the education, training, experience, special skills, and/or licenses which may be required for employment in the class. These are re-evaluated each time an examination is opened.