

## **FINANCIAL OPERATIONS SUPERVISOR**

### **PURPOSE AND NATURE OF WORK**

Position primarily supervises and participates in financial analyses and reporting in compliance with applicable regulation and standards for Lafayette Public Power Authority, the Lafayette Utility System (LUS), and the LUS Communications System. Incumbent also leads review and analyses of accounting methods for regulatory compliance and proposes changes as needed, as well as interfaces with outside consultants performing annual financial audit of Lafayette Consolidated Government.

Incumbent works with substantial independence using thorough knowledge of government and utility accounting, reports to the Accounting Manager and has supervisory responsibility for positions classified as Accountant, Investment Officer and Accounting Specialist.

**ILLUSTRATIVE EXAMPLES OF WORK** (Note: These examples are intended only to illustrate the various types of work performed by incumbent. All duties may not be listed.)

Keeps abreast of Governmental Accounting Standards, Financial Accounting Standards, and Federal Energy Regulatory Commission, Federal Communications Commission, Louisiana Public Service Commission and Securities Exchange Commission requirements, applies knowledge of these to review and revision to accounting and financial reporting methods used by LCG for LUS and LUS Communications.

Supervises and participates in preparation of financial statements for LUS, LUS Communications, and LPPA, journal entries for General Ledger, monthly and ad hoc financial and management reports, external auditor requests, investment transactions for a substantial portfolio, tax returns of Sales, Telecommunications, Federal Excise and other taxes.

Supervises and participates in analyses and reporting for LUS Communications cash flow projections, revenue / expense projections, flow of funds, as well as LUS in lieu of tax projections, coal inventory model, fuel cost / revenue report, and disclosures for bond issues.

Facilitates and interfaces with auditors, regulatory agencies, attorneys / attorney inquiries related to audits, investments, banking and public records. Performs special analyses, tasks as necessary for management including but not limited to contract evaluation and consultant contract administration, software / computer application evaluation, and acting as Accounting Manager during absences. Performs related work as required.

### **NECESSARY KNOWLEDGES, ABILITIES, AND SKILLS**

Thorough knowledge of governmental and utility accounting and financial reporting.

Thorough knowledge of regulation, standards and regulatory compliance requirements applicable to utility financial analyses / reporting.

Knowledge of regulatory environment of electric generation, including Midwest Independent System Operators requirements of participants.

Knowledge of legal requirements and investment policy regarding the LCG investment portfolio.

Ability to prepare and interpret financial reports and conduct financial analyses.

Ability to communicate clearly orally and in writing, quantitative analytical material and projections.

Ability to establish and maintain effective relationships with employees, management, and the public.

### **DESIRABLE TRAINING AND EXPERIENCE**

Baccalaureate degree from an accredited college or university in accounting and progressively responsible experience in governmental and utility accounting and /or auditing, or an equivalent combination of education and experience, is desired.