

CLASS SPECIFICATION
Senior Economist

FLSA Status: Exempt
Union Representation: Nonrepresented

GENERAL PURPOSE

Under general supervision, conducts difficult and responsible analyses and forecasts; develops economic models to assist in demand forecasting, financial planning, utility rate analyses, expenditures and debt analyses as assigned; and performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS

Senior Economists are responsible, under general direction, for independently developing and maintaining economic models used in the development of budgets, financial and operational plans and rate ordinances. Incumbents are expected to exercise judgment within broadly defined practices and policies in selecting methods, techniques and evaluation criteria for obtaining results.

Senior Economist is distinguished from Principal Economist in that incumbents in the latter class perform more complex analyses of management and economic issues related to utility operations and planning, requiring the application of seasoned expert judgment and creativity in the analysis of data from multiple sources and often with multiple variables.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Any one position in this class may not perform all the duties listed below, nor do the listed examples of duties include all similar and related duties that may be assigned to this class.

1. Collects operations, economic and demographic data and prepares demand analyses to provide information necessary for facility expansion planning, rate setting and other purposes.
2. Oversees data collection by regional water providers for demand tracking and conservation program evaluation; trains staff of the region's water providers in statistical analysis.
3. Provides technical support and analysis in support of development of capital improvement plans, master plans and other short- and long-term plans and forecasts; provides economic and statistical support to other bureau groups, divisions or units.
4. Formulates, maintains and regularly updates economic models required for in-depth analysis of revenue and expenditures; prepares year-end forecast of revenues and expenditures based on proven, reliable forecasting techniques.
5. Initiates and develops labor cost forecasting and reporting to support labor negotiations and arbitration.

6. Constructs, documents and operates financial models to provide management information relating to City operations.
7. Analyzes national, state and local economic trends affecting the City and prepares impact reports and presentations for the city council, senior management and citizens.
8. Researches local economic data and prepares forecasts; researches regional and national economic data from numerous sources.

OTHER DUTIES

1. Completes special project as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

1. Principles, practices and methods of economics, demographics and socio-economic research as they apply to the development of economic and financial forecasts.
2. Statistics, extrapolative and econometric models and related computer software, tools and techniques.
3. Sources of economic and demographic data.
4. Principles, practices, laws and regulations governing the financing of public facilities, including utilities.
5. Principles and practices of public administration, including budget, purchasing, contract processing and maintenance of public records.
6. Principles and practices of sound business communication.
7. Uses and operations of computers and standard business software.

Ability to:

1. Analyze and evaluate economic, operational and financing issues, develop and evaluate alternatives, reach sound conclusions and develop effective recommendations and solutions.
2. Collect, analyze and integrate data from various sources and professional disciplines and apply sound professional concepts in their analysis.
3. Develop findings and conclusions regarding complex statistical and economic models and forecasts.

4. Understand, interpret, explain and apply complex laws, codes, regulations, complex financial plans and contract documents.
5. Prepare clear, concise and comprehensive technical documents, reports, illustrations and other written materials.
6. Present ideas clearly, logically and persuasively in a non-technical manner to diverse audiences.
7. Exercise sound independent judgment within policy guidelines and parameters.
8. Establish and maintain effective working relationships with bureau managers and staff, representatives of other governmental and private organizations and others encountered in the course of work.

Training and Experience:

A typical way of obtaining the knowledge, skills and abilities outlined above is graduation from a four-year college or university with a major in economics, mathematics, or a closely related field; and at least three years of progressively responsible economic analysis experience, preferably within the utility setting; or an equivalent combination of training and experience.

PHYSICAL AND MENTAL DEMANDS

Persons with disabilities may be able to perform the essential duties of this class with reasonable accommodation. Reasonable accommodation will be evaluated on an individual basis and depends, in part, on the specific requirements for the job, the limitations related to disability and the ability of the hiring bureau to accommodate the limitation.

Class History:

Adopted: 07-01-02

Revised:

Class created as a result of Nonrepresented Classification & Compensation Study, 2000-2002. This class is composed of positions from the following class(es):

0943 ECONOMIST II. Adopted: 07-01-92

June 2009 - Change Job Class number from 7386 to 30000576, due to system change.