

THE CENTRAL GEORGIA ELECTRIC MEMBERSHIP CORPORATION
Job Description

JOB TITLE: Manager of Energy Supply Contract Management

SUMMARY: Central Georgia EMC is seeking a strategic and analytical Manager of Energy Supply Contract Management to lead critical energy supply initiatives that directly impact cost, reliability, and long-term system planning. Support the contract lifecycle, large-load strategy, and energy portfolio planning, commercial strategy, engineering, and financial performance. Recommend decisions that drive system growth and optimize energy supply outcomes.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following (other duties may be assigned):

- Support large-load strategy by developing and managing customer contracts, onboarding processes, and associated studies

- Own contract lifecycle management, ensuring key milestones, deliverables, and reporting obligations are met

- Assess and manage risk across commercial, operational, and credit dimensions of energy supply agreements

- Drive forecasting and portfolio optimization, including budgeting, hedging, and capacity planning

- Develop advanced modeling and analysis to inform executive decision-making and long-term strategy

- Collaborate with engineering teams to align infrastructure planning with load growth and system needs

- Support retail rate design and financial analysis, including cost-of-service studies

- Participates in a supervisory on-call rotation

- Performs other functions and responsibilities as assigned.

- Is aware of and complies with Corporation policy on Affirmative Action, Equal Employment Opportunity, and non-discrimination of customers on any benefits offered by the CGEMC.

- Complies with CGEMC's safety rules and regulations while performing duties.

- Complies with OSHA rules and regulations.

SUPERVISOR RESPONSIBILITIES: Carries out supervisor responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; addressing complaints; and resolving problems.

DIRECTS: Lead Analyst of Energy Contracts & Settlements

QUALIFICATION REQUIREMENTS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE:

Bachelor's degree in Engineering, Economics, Finance, Energy Management, or related field

MBA or Master's degree preferred

8+ years' experience in energy supply, utility operations, or power markets

3+ years' experience in supervisory or project leadership roles

LANGUAGE SKILLS:

Ability to read, analyze, and interpret technical, financial, and regulatory documents.

Ability to write reports and business correspondence and effectively present information to management, regulators, and stakeholders.

MATHEMATICAL SKILLS:

Ability to work with advanced mathematical concepts including statistics, forecasting, financial modeling, and cost-of-service analysis.

REASONING ABILITY:

Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to define problems, collect data, establish facts, and draw valid conclusions involving complex variables.

CERTIFICATES, LICENSES, REGISTRATIONS:

Valid Georgia driver's license. Georgia ITS 5-Day Certification. Professional certifications as applicable.

OTHER SKILLS and ABILITIES:

Strong leadership, analytical, communication, and cross-functional coordination skills.

Strong organizational and documentation discipline.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is required to stand, walk, stoop, kneel, crouch, and manipulate (lift, carry, move) light to medium weights of 10-50 pounds. Requires good hand-eye coordination, arm, hand, and finger dexterity, including the ability to grasp, and visual acuity to use a keyboard, operate equipment and read information. The employee is required to sit, reach with hands and arms, talk, and hear.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works in inside-office conditions.

The noise level in the work environment is usually moderate.

Will be randomly tested for drugs and alcohol.

Must be willing to work after hours in emergency situations or as required. Must live in vicinity acceptable to CGEMC. Must be accessible via prompt communication methods such as phone, text, and email.

All qualified applicants for this position will receive consideration for employment without regard to race, creed, color, sex, age, national origin, disability or veteran status. Central Georgia EMC is an equal opportunity employer.