

Manager, Metering

Elexicon Energy is the fourth-largest municipally owned electricity distributor in Ontario. Our mission is to provide our customers with reliable, affordable energy services and to continuously improve to meet their needs, while ensuring the needs of our shareholders are met through sustainable growth.

The Manager, Metering is responsible for the purchase, installation and maintenance of all Wholesale and Retail meters and associated equipment in Elexicon Energy's territory. This individual manages a team that consists of, a Metering Supervisor, Lead Meter Technician, a team of Meter Technicians, and a Meter Clerk that operates out of three different depots. In addition, also responsible for contractors that work under the Elexicon Energy umbrella to perform single-phase meter changes, across phase analysis, telephone table installations and MSP coordination. This individual is responsible to ensure that Elexicon Energy is following all IESO, Measurement Canada and OEB regulations that pertain to meeting. This position budgets for and manages all activities to meet department goals. Collaborates on a daily with Settlements, Engineering and Billing department along with the Metering team and contractors.

The successful candidate will display a track record that mirrors Elexicon Energy's values of safety, kinship, responsiveness, competence, and mindfulness.

This position reports to the VP of Customer Experience at the Ajax location and is responsible for the daily activities as follows:

DUTIES AND RESPONSIBILITIES

- + Administrate the purchase of all Wholesale metering equipment.
- + Liaise with MSP provider to ensure all documents is correct and submitted in a timely manner.
- + Liaise with Manager of Settlements to ensure all documentation with Hydro One and the IESO is current and correct.
- + Liaise with Manager, Engineering teams per territory to ensure all new installations are installed on schedule.
- + Ensure Elexicon Energy can respond to all meter Trouble Calls as per the IESO Market Rules.
- + Investigate new communication strategies that are cost effective and meet market rules.
- + Prepare supporting documents for Vice President, Engineering for submission to IESO and Hydro One.
- + Ensure all metering staff and contractors, are following proper work procedures as they do their day to day activities.
- + Prioritize weekly metering activities for Elexicon Energy personnel and contractors.

- + Prepare, evaluate and re-evaluate business processes as they pertain to all of metering activities and their interactions with other Elexicon Energy departments as we move forward.
- + Administrate the purchase of all retail meters and associated equipment.
- + Meet with the Engineering teams per territory on regular basis to ensure all new installations are installed on time and as per Elexicon Energy's COS.
- + Ensure all metering solutions meet or exceed Measurement Canada and OEB regulations.
- + Act as main point of contact with numerous regulatory and industry group including:
 - o Independent Electricity System Operator – Participate in stakeholder working groups including, Revenue Metering Committee, Smart Metering Advanced Metering Infrastructure Working Group;
 - o Hydro One – Main contract for Hydro One MSP Meter trouble reporting. Key contact with Elexicon's Hydro One account executive for all Wholesale Metering issues for existing and new installations;
 - o Ontario Energy Board – Consistent monitoring of OEB rules and regulations to ensure Elexicon Energy market compliance as related to metering;
 - o Ontario Power Authority – Monitors and participates as necessary on groups such as Standard Offer Program to ensure Elexicon Energy market readiness/compliance;
 - o Electricity Distributors Association – Consistent monitoring of and participation as necessary of EDA sponsored stakeholder groups such as Smart Metering;
 - o Coalition of Large Distributors – Key participant on LDC collaborative working groups such as smart Metering procurement, WAN solutions and Implementation group;
 - o Ontario Utilities Smart Metering – Key participate on OUSM working groups as related to Smart Metering Implementation;
 - o Metering Service Providers – Main contact for all new Wholesale meter installations and upgrades;
 - o ESA – Report and clarify unsafe conditions.
 - o Measurement Canada – Main contact for the National Marketplace Monitoring Program
- + Lead and/or participate on projects such as Smart Metering procurement, Smarting Metering implementation and sub-metering to ensure Elexicon Energy's compliance and readiness.
- + Other duties as required may be considered part of these responsibilities.

MINIMUM REQUIREMENTS

- + 6 to 7 years of related experience.
- + Journeyperson Metering Certificate that is M.E.A. accredited with a College diploma in electrical engineering at the Technician or Technologist level eligible for O.A.C.E.T.T. accreditation.
- + Strong analytical skills and proven proficiency in statically analysis.
- + Advanced mathematics and accounting training

- + Proficiency in the use of UTS MV-90 software.
- + Possession of a valid class “G” driver’s license.

Please note: Elexicon’s Vaccination Policy requires confirmation of full vaccination status as a condition of employment.

Interested and qualified applicants are encouraged to submit their resume to: hr@elexiconenergy.com by January 27, 2022. Please quote position title that you are applying for in the subject line of your email.

Please note that accommodations can be provided upon request. Only the candidates who meet the qualifications and experience for the position will be contacted for an interview. We thank you for your interest in Elexicon Energy.