

NOTICE OF JOB OPENING

November 25, 2025

Utah Associated Municipal Power Systems (“UAMPS”) has an opening for a Market Settlements Specialist. The salary range for the position is \$103,743-\$155,612 annually (DoE). Please see the attached job description for details of essential functions and qualifications. Applications accepted until the position has been filled. Applicants must submit a cover letter and resume to resume@uamps.com.

Job Description



Job Title: Market Settlements Specialist

Department: Planning

Position Reports To: Manager of Power Metrics & Planning

Position Supervised: None

About UAMPS

Utah Associated Municipal Power Systems (UAMPS) is a community-owned, nonprofit energy services provider supporting public power utilities across the Intermountain West. We deliver reliable, affordable, and sustainable energy services through innovative market participation, resource planning, and operational excellence. As UAMPS prepares for participation in CAISO's Extended Day-Ahead Market (EDAM), we are expanding our team to support new settlement, billing, and data management functions.

Position Summary

The Market Settlements Specialist is responsible for reviewing, validating, and analyzing all EDAM settlement results, transmission billing allocations, and meter data used in settlement and billing processes. This role ensures accurate cost allocation to UAMPS members, coordinates closely with UAMPS' scheduling coordinator, and provides analytical insights to support improved market operations and member decision-making.

The ideal candidate has experience with ISO/RTO markets—preferably CAISO—strong analytical skills, and the ability to translate complex market results into meaningful information for internal and external stakeholders.

Responsibilities and Duties

EDAM Settlements Review & Analysis

- Monitor and review daily EDAM settlement statements, including resettlement cycles, for accuracy and consistency.
- Validate settlement results against historical trends, billing determinants, and meter data.
- Identify anomalies or errors and initiate corrective action, including filing CIDI tickets with CAISO when appropriate.
- Review and verify weekly settlement invoices prior to approval and submission to Accounts Payable.

Transmission Billing & Allocations

- Review PacifiCorp's transmission and settlement-related billing to UAMPS for accuracy and alignment with historical practices.
- Allocate transmission and settlement charge codes to UAMPS members based on validated data.
- Ensure accurate data ingestion into PowerOptix and review allocation results before forwarding to the billing department.
- Prepare standardized member-facing reports detailing cost allocations and underlying calculations.

Member Support & Market Insights

- Respond to member questions regarding billing, market performance, and settlement outcomes.
- Use PowerOptix and other analytical tools to identify market drivers contributing to favorable or unfavorable results.
- Provide actionable feedback and recommendations to members regarding bidding strategies, operational decisions, or procedural improvements.
- Present findings and analysis during Project Management Committee and other member-facing meetings.

Meter Data Validation & Submission

- Cross-train in Validation, Estimation, and Editing (VEE) of Settlement Quality Meter Data (SQMD).
- Use MV90 or similar systems to troubleshoot meter data inconsistencies and ensure accurate daily submission to CAISO.
- Support system-to-system data flow between MV90, the Scheduling Coordinator, and CAISO's MRI-S platform.

Process Improvement & Tool Development

- Develop new tools, workflows, and analytical applications to improve settlement review and billing processes.
- Recommend enhancements to internal procedures to increase efficiency, accuracy, and data quality.
- Collaborate with internal teams and vendors to continuously refine market operations systems.

Performance Measurements

1. Successful in the timely and accurate review of EDAM settlements, PacifiCorp EDAM settlements, and PacifiCorp transmission billing.
2. Creative problem solving in configuring new business practices to effectively review large amounts of data.
3. Proactive in addressing data flow issues between systems.
4. Provides accurate feedback to UAMPS members, expeditiously addressing concerns and billing errors.
5. Management is informed of any billing concerns that need to be addressed.

Qualifications

Education

- Bachelor's degree in mathematics, business, energy management, engineering, data analytics, or a related field.
- Advanced degree preferred.

Required Experience

- 3–5 years of experience in ISO/RTO settlements, electric utility billing, or equivalent analytical functions.
- Experience working with complex billing systems and financial reconciliation.
- Knowledge of WECC transmission systems, e-tags, and power flows.

Preferred Experience

- Familiarity with CAISO markets, including charge code structure and settlement processes.
- Experience with PowerOptix (Hartigen), MV90, MRI-S, or other utility data systems.
- Experience creating or implementing new standard operating procedures.

Skills & Abilities

- Strong analytical and quantitative problem-solving skills.
- Excellent written and verbal communication skills.
- Ability to manage competing priorities and meet deadlines with high accuracy.
- Strong attention to detail, organization, and data validation.
- Ability to explain complex concepts to non-technical audiences.

Physical Requirements

Talking	Especially where one must frequently convey detailed or important instructions or ideas accurately, loudly, or quickly.
Average Hearing	Able to hear average or normal conversations and receive ordinary information.
Average Visual Abilities	Average, ordinary, visual acuity necessary to prepare or inspect documents or products or operate machinery.
Physical Strength	Sedentary work; sitting most of the time. Exerts up to 20 lbs. of force occasionally. (Almost all office jobs.)

Working Conditions

No hazardous conditions (such as in a typical office)