

JOB DESCRIPTION

Incumbent Name:		Emp No:	
Job Title:	Market Analyst - Energy	Position Type:	Fulltime
Department:	Economic Regulation	Salary scale:	Band 5
Location:	Suva	Region	Central Eastern
Directly Reporting To:	1. Manager Economic Regulations 2. Senior Market Analyst Energy	# of Reports:	NA

Organisation Summary

The Fijian Competition & Consumer Commission (FCCC) is an independent statutory body established under Section 7 of the FCCC Act 2010 that promotes effective competition and informed markets, encourages fair trading, protects consumers and businesses from restrictive practices, controls prices of regulated industries and other markets where competition is lessened or limited.

Purpose of the Role

The Market Analyst Energy will work under direct supervision of Manager Economic Regulations and Senior Market Analyst Energy. The incumbent will support Senior Market Analyst Energy in the analysis of the Energy and other sectors and carry out research, data analysis, support the development of the regulatory framework and tariff models.

The incumbent is also responsible to monitor the regulatory environment including new developments and make recommendations to the Senior Analyst on relevant policy changes. The incumbent is also expected to provide support for regulatory decision making, market development and proposed policy recommendations as and when required by Manager Economic Regulations in absence of Senior Market Analyst Energy.

Nature of the Role

The incumbent will work closely with the Senior Market Analyst Energy in undertaking regulatory reviews including analytical and technical role focusing on Energy and other sectors, carrying out market research, analysis, development of regulatory models and monitoring new developments, making recommendations to the relevant policy changes regarding the utility sectors and industries.

The role requires working with large datasets, economic models and stakeholder input to support the development and implementation of regulatory framework. The incumbent will also be required to achieve the required objectives specified in the strategic plan, by ensuring regulatory compliance with FCCC's key performance indicators and the administration of the work under the FCCC Act 2010 relating to Utility Sectors and Industries.

Key Result Areas (KRA's)

- Achievement of Target Output as per Department Plan.
- Implementation of Policy recommendations including Regulation.

- Gather, Analyze and interpret data relating to target market, industry trend analysis to support the department's deliverables, as Commission officers appointed under FCCC Act 2010.
- Provide analytical support for the regulatory decisions and tariff reviews.
- Achievement of the turnaround processing time of price review and any management tasks.
- Contribute to the accurate & timely deliverables of reports (Monthly, Quarterly and Annual Report).
- Provide input into budget forecast and activity planners.
- Support regulatory impacts assessment under various assumptions.
- Ensure accurate, reliable data is used in pricing models, reports and market analysis.
- Maintain stakeholder engagement and gather relevant information from stakeholders for conducting regulatory reviews that is supported with regulatory justifications.
- Identify opportunities to improve the regulatory models, analytical, tools and processes to improve deliverables.
- Ensure adherence to the requirements of the FCCC Act 2010.
- Ensure FCCC's values are always maintained and adhered to.
- Recommending correct and sound advice to the FCCC
- Ensure all the reviews are carried out in a timely manner

Key Accountabilities

- Support the Senior Market Analyst and Manager Economic Regulations in the delivery of the Department Output.
- Support in the designing and implementation of the annual work plan.
- Conduct market analysis in relation to both the regulated & non-regulated market.
- Prepare Terms of Reference for each project, allocating task to team members, with anticipated timelines as per the Department SOP.
- Gather information pursuant to the provisions of FCCC Act 2010 related to sector review and conduct an independent assessment and reviews of regulated industries, to determine the regulated tariff, fares, charges and ex-factory price.
- Conduct price control order reviews for regulated industries in Fiji in consultation with the Competition Team, and share information related to competition assessment via shared drive, with restricted access to Transport, Competition Officer, Manager Economic Regulations and Manager Competition.
- Develop regulatory models for energy sector and related industries.
- Prepare impact assessments for existing and proposed regulatory changes, tariffs and market.
- Analyze, monitor and evaluate the financial, economic and operational performance of utilities and regulated sectors.

- Prepare Regulatory Framework, develop regulatory models and evaluate rate applications and determine the prices at which regulated companies in the Energy and other sectors should be syndicated and offered to the public. Present all regulatory findings to Manager Economic Regulations in absence of Senior Market Analyst Energy.
- Set regulatory targets via performance-based regulations on regulated industries in form of Enforceable Undertakings, monitoring frameworks and relevant regulatory and technical measures to ensure that regulated industry delivers its planned CAPEX and OPEX, while efficiency is maintained.
- Conduct regulatory audits and inspection for planned regulatory CAPEX, OPEX to ensure that projects commission as allowed in the regulatory models.
- Ensure all regulatory reviews information including in progress and updated regulatory models are uploaded in staffs designated shared drive every week, with folders separated by each project.
- Prepare and submit FCCC Brief, Board Brief, Flying Minute, FCCC Information papers, Board Papers, research reports and periodic reports as required by FCCC Management, ensuring that the relevant board papers is completed on time as allocated by Manager Economic Regulations and Senior market Analyst Energy.
- Support in conducting impact assessments for policy proposal, tariff adjustments and reforms.
- Conduct analysis, monitoring and evaluate the financial, economic and operational performance of entities in the utilities sector.
- Monitor changes in the international environment that will affect the local industries in the regulated sector.
- Conduct operational, financial and efficiency audits of firms whose products are subject to Regulation.
- Assist in the preparation of necessary papers with appropriate recommendations in relation to price regulations, consumers issues.
- Prepare Information papers, research reports, articles and other materials relating to but not limited to price surveys and processing of price submissions.
- Implementing state principles, policies, laws and regulations regarding regulated industries.
- Conduct Audit and site visits and case studies of the department issues relevant to the job requirements.
- Attend formal and informal meetings, liaising with external partners, customer groups and internal working groups as required, identifying and communicating issues and presenting findings as appropriate.
- Assist enforcement team in field inspection as Commission officers when need arises.
- Prepare and submit reports and periodic reports as required and assist in ensuring that the relevant departmental targets are completed on time in accordance with established procedure.
- Support capacity building and development of the regulatory team.
- Engage with relevant stakeholders relevant to the work requirements for the utility sector.
- Examine relevant local and national policies, procedures and legislation, ensuring that any potential impact upon specific research is communicated to relevant personnel.
- Ensure Innovation and continuous improvement and business excellence strategies are implemented on a random basis to achieve the desired outcome of FCCC.

- Provide assistance to the Media & Communication officers in drafting articles and press releases for economic regulations.
- Support the department in other tasks relating to economic regulation.
- Ensure all Occupational Health & Safety procedures are followed according to the Health and Safety at Work Act 1996 while carrying out hazardous work outside or within the Office Premises.
- Ensure all the hazards concerning the area of work are highlighted prior to the Department Manager.
- Carry out any other duties as and when required and in line with the FCCC Act 2010.
- Any other duties assigned by the Manager Economic Regulations and Senior Market Analyst.

Key Performance Indicators (KPI's)

Refer to Annual KPI set annually.

Qualification

A Degree in either Accounting, Corporate Finance, Economics, Energy Economics, Climate Finance, Engineering, Statistics with equivalent and relevant experience in a regulatory body, public sector, utility sector and have comprehensive work experience of at least 2 to 3 years in related field are encouraged to apply. Applicants with knowledge of FCCC Act 2010 and have valid driving license will have an added advantage.

Knowledge and Experience

- With a comprehensive work experience of at least 2 to 3 years or more in related field
- Good analytical and research capabilities.
- Good theoretical and practical appreciation of critical regulatory issues.
- Ability to absorb and support new facts, data and information rapidly.
- Good quantitative skills and knowledge of statistical methods.
- Good communication skills both verbally and in writing.
- Exposure to forecasting or regulatory environment.
- Experience in market analysis, pricing, or business analytics.
- Ability to contribute positively to the Department target on reviews and reporting.
- Ability to prioritize own and others' work to achieve key results areas.
- Good problem-solving skills (finding a range of solutions, understanding their effects and making recommendations).
- Ability to produce high quality, detailed work.
- Good stakeholder management and relationship building skills.
- A sharp & quick learner.
- Adhering to principles and values.
- An energetic, creative, and collaborative approach to working and problem solving.
- Must be able to work in a team environment as well as independently; and

- Ability to handle complex issues/ fraudulent and investigation.
- Able to prioritize and deliver within the required time-line
- Ability to work on own initiative or as part of a team.

Skills and Abilities

- Good analytical & research skills.
- Good in excel or analytical tools.
- Good knowledge of pricing concepts and market research.
- Excellent in Planning or deriving work plan activities.
- Ability to multi-task and priorities activities.
- Reliable and accurate analytical work.
- Interest in new statistical and techniques.
- Effective stakeholder management and relationship building skills.
- Good interpersonal skills.
- Good teamwork.
- Ability to complete work with limited instructions and as per the commission's requirement.
- Must be honest, ethical and law abiding;
- Must have the resources and ability to conduct relevant research;
- Willing to deliver output (including travelling to outside of station).
- Ability to write clear, concise, robust and balanced research reports.
- Be able to work to deadlines, be highly organized and have the ability to work under pressure.
- Ability to track for information from sources relating to a particular activity.
- Ability to stand his/her ground when seeking information.
- Willing to travel to other locations.

Risk and Compliance

- Regulatory compliance.
- Information Security.
- Data Accuracy
- Timely submission of reports/information papers
- FCCC Act 2010
- Health and Safety at Work Act 1996
- Other Relevant Laws, Acts, Codes and Regulations

Key Challengers / Success Factors

To carry out successful market research, analyze, monitor regulatory environment, develop regulatory models of the Energy sector and achieve regulatory outcomes via FCCC's Report that is fair on businesses as well as consumers.

Internal / External Relationships

Internal

- Senior Market Analyst
- Manager Economic Regulation
- All staffs

External

- Regulated Sectors
- Relevant stakeholders and government ministries and local institutes.

Authority Level

Financial Authority Level

The incumbent will be responsible for ensuring that activities undertaken by him/her are well within the budgetary allocation for such items and FCCC's financial regulation.

Human Resources

Through the Human Resources Self Service Portal (myHRhub), you are required to manage your personal details together with Leave Management, while ensuring the Organisational Human Resources Policies are followed at all times. Ensure that all leaves are applied as per FCCC's HR Policy.

Proviso

The Job Description and KRA's in this contract with a view that upon review at any time within the contractual period engaged with FCCC, it can be altered, changed or extended with added responsibilities. Any such proposed changes will be in consultation with the concerned staff, Department Manager and Human Resources.

APPROVAL and ENDORSEMENT

Name of Incumbent-	Date:	Signature:
Name of Department Manager-	Date:	Signature:
Manager Human Resources Name	Date:	Signature:

Note: These responsibilities are not exhaustive. From time to time it may be necessary to change the position requirements in response to the changing nature of our work environment, including technological requirements or statutory changes. Such change may be initiated as necessary by your manager or General Manager and will be discussed with you.