

OPEN POSITION ANNOUNCEMENT

Senior Financial Analyst

Open until filled. Posted December 12, 2025.

San Diego County, hybrid work schedule set by San Diego Community Power

About the Role

San Diego Community Power (SDCP) is seeking a highly skilled and experienced Senior Financial Analyst to support financial oversight and strategic analysis for energy efficiency programs funded by the California Public Utilities Commission (CPUC). This role is critical in ensuring the financial integrity, compliance, and performance of SDCP's grant-funded initiatives.

The Senior Financial Analyst will collaborate closely with the Finance and Customer Programs teams to oversee all aspects of grant administration, including financial reporting, budgeting, and compliance. This position will support financial policies and procedures related to internal controls, accounting standards, grant administration, and regulatory reporting in alignment with CPUC guidelines. The analyst will also support the preparation of executive-ready financial reports, assess financial risks, and provide strategic recommendations to senior and executive leadership.

This role requires a high level of independence, sound judgment, and the ability to manage multiple priorities in a fast-paced, cross-functional environment. The Senior Financial Analyst may also provide mentorship and guidance to junior financial staff, fostering a collaborative and high-performance team culture.

About San Diego Community Power

San Diego Community Power is a community-driven public agency providing clean energy to nearly 1 million customer accounts across the San Diego region. Formed in 2019, Community Power purchases energy from renewable sources, which SDG&E delivers through its power lines. As a not-for-profit, any revenues beyond operating costs are reinvested in our local communities.

Commitment to Diversity

Community Power is an Equal Employment Opportunity (EEO) and American Disabilities Act (ADA) employer. Community Power values diversity and is committed to fostering an inclusive environment for all employees. We strive to hire employees reflective of the diverse communities that we serve. We provide equal employment opportunities to all applicants and prohibit discrimination and harassment of any kind, regardless of race, color, national origin, sex, gender identity or expression, sexual orientation, age, disability, protected veteran status, or any other characteristic protected by federal, state or local laws.

Primary Duties & Responsibilities

- Facilitate financial policies and procedures to ensure compliance with CPUC energy efficiency funding requirements and program guidelines.
- Manage financial tracking, reporting, and reconciliation of grant funds; maintain detailed budget trackers and ensure timely and accurate invoicing and fund disbursement.
- Support the preparation, submission, and follow-up of invoices related to energy efficiency programs, ensuring alignment with contractual and regulatory requirements.
- Validate program expenditures, resolve discrepancies, and manage accounting and operational risk across multiple energy efficiency initiatives.
- Prepare and analyze complex financial reports, forecasts, and executive summaries to support strategic decision-making and evaluate program performance.
- Monitor sensitive project budgets, track expenditures, and identify key business metrics to assess financial health and cost-effectiveness.
- Support the financial administration of energy efficiency programs, including compiling financial data for monthly, quarterly, and annual CPUC reports.
- Coordinate with external stakeholders, including program implementers and funding agencies, to ensure timely receipt and accurate reporting of grant funds and invoicing activities.
- Collaborate with cross-functional teams to optimize data use, improve financial processes, and address finance-related inquiries such as payroll, contracts, purchasing, and accounting matters.
- Contribute to the preparation of materials for budget workshops and public hearings.
- Perform other related duties as assigned.

This job description may not be inclusive of all assigned duties, responsibilities or aspects of the job described and may be amended at the discretion of Community Power as needed.



Skills & Qualifications

Required Skills & Qualifications

- Deep knowledge of accounting principles, financial reporting, and internal controls.
- Proficiency in Microsoft Excel and experience working with large datasets.
- Advanced analytical skills, including the ability to interpret and report on complex financial data.
- Exceptional attention to detail, organizational skills, and problem-solving abilities.
- Strong written and verbal communication skills, with the ability to present complex information clearly.
- Experience working in fast-paced, matrixed organizations with diverse teams.
- Understanding of environmental justice and equity principles.
- Commitment to continuous improvement and innovation in financial systems and processes.

Preferred Skills & Qualifications

- Five years of experience in finance or accounting, preferably in a utility, Community Choice Aggregator (CCA), public agency, or grant-funded environment.
- Strong understanding of municipal budgeting, grant funding, regulatory compliance, and public sector finance.
- Experience with CPUC-funded energy efficiency programs.
- Familiarity with the San Diego Regional Energy Network (SDREN), regional sustainability, and energy ecosystem and the California utility landscape.
- Experience in project and program management methodologies.

Education & Experience

Any combination of education and experience that would provide the above skills and qualifications is acceptable. Typical methods to obtain the required qualifications include:

- Bachelor's degree is required in Accounting, Finance, Business, Economics, or Public Administration, or demonstrable and commensurate work experience that is directly relevant for this position. Three (3) to Five (5) years of progressively responsible financial experience highly preferred, performing increasingly complex or sensitive budget or fiscal analysis.
- High proficiency with Microsoft Office Suite, Word, PowerPoint and Excel. Ability to use virtual meeting applications.
- Strong experience with Financial Planning systems and data analysis tools such as Power Bi, Tableau and SQL is a plus.

Work Environment & Condition

Prolonged periods sitting at a desk and working on a computer is required. The occasional carrying, lifting and/or moving objects up to 25 pounds is required. Occasional local travel and reliable transportation to attend Community Power public meetings, events and workshops on an as-needed basis is required.

Community Power employees work in the office and in the communities we serve. Community Power works to ensure a safe and healthy workplace for its employees and members of the community. Employees are required to be fully vaccinated for COVID-19.

Community Power is a public agency required to adopt and promulgate a Conflict of Interest (COI) Code. The COI Code requires employees in designated positions (including those identified under the interim disclosure

process) to file a Statement of Economic Interests (Form 700) on an annual basis. A candidate accepting this position may be required to file COI forms subject to the regulations of the Fair Political Practices Commission.

Compensation

Salary Range

The position's salary range is \$98,100 - \$132,500 with exact compensation to be determined by Community Power, depending on the candidate's experience.

Benefits

Standard benefits package include, but are not limited to:

Insurance: Community Power offers group health benefits, including medical, vision and dental insurance for eligible full-time employees. Community Power pays 100% of group health benefits, including medical, vision and dental insurance premiums for employees and dependents. Community Power also pays for a \$100,000 life and accidental death and dismemberment policy, short-term disability and long-term disability.

Retirement: Community Power offers a 457(b) plan for employee contributions and contributes 10% of eligible compensation to the employee's Money Purchase Plan.

Paid Time Off: Community Power offers 11 holidays per year, plus a paid winter holiday (between December 24 and December 31); 160 hours of accrued paid time off (increases with time in service); and 96 hours per year of accrued paid sick leave.

How to Apply

Applicants must submit their resume, cover letter and references through Community Power's recruiting platform, Greenhouse. Applicants can access the platform at [Job-Boards.Greenhouse.io/SanDiegoCommunityPower](https://job-boards.greenhouse.io/SanDiegoCommunityPower) or by clicking "View Open Positions" on Community Power's "Careers" webpage: SDCommunityPower.org/Careers.

