CLEAN ENERGY ALLIANCE

Open recruitment for

Senior Financial Analyst/Finance Manager

Clean Energy Alliance

North San Diego County, CA

About Clean Energy Alliance

Clean Energy Alliance (CEA) is the default energy provider for the cities of Carlsbad, Del Mar, Escondido, Oceanside, San Marcos, Solana Beach, and Vista. Established in 2021, CEA currently serves more than 250,000 residential and business customers and is focused on achieving 100% renewable energy by 2035 to reduce greenhouse emissions. Learn more at: https://thecleanenergyalliance.org/

About the Position

CEA is seeking an experienced, driven, detail-oriented, and solutions-focused professional to join our growing team as a Senior Financial Analyst or Finance Manager. This person will be responsible for supporting the Chief Financial Officer (CFO) by assisting in planning and organizing complex and detailed financial analyses primarily related to budget, fiscal, legislative, contract and administrative policy. The Senior Financial Analyst/Finance Manager will prepare and analyze executive-ready, sensitive and complex financial reports, programs, and policies, assists in the evaluation of financial risks to the organization and will propose recommendations to senior and executive-level staff to mitigate risks and promote the interests of CEA. The selected individual also may lead aspects of developing annual budgets and financial reports and provide robust analytical support in building finance programs and policies for a growing, dynamic public agency. This position is being added to assist with succession planning in the Finance Department.

The ideal candidate for Senior Financial Analyst/Finance Manager will have experience in municipal accounting and budgeting and/or utility sector financial management experience.

Key Responsibilities

- Leads and assists in the development and evaluation of complex and detailed financial policies related to risk management, internal controls, accounting, financial reporting, grants etc. to ensure proper controls and to promote a strategic, long-term approach to financial management.
- Analyzes and negotiates increasingly sensitive budget and/or policy proposals in consideration of agency, Board, and executive-level direction.
- May assist in the general administration and tracking of standby letters of credit including monitoring maturity dates and proactively notifying management.
- Play a critical role working with management in the budget and capital investment program development process, estimated funding requirements, monitoring of the budget, budget reporting, forecasted expense requirements, and interpretation of budget-related documents for small CEA departments.
- Administers budgets for large and complex internal departments and related programs, agreements, and/or projects; and performing other related duties.
- Develops and monitors sensitive project budgets; tracks projects; prepares related reports; and performs other related duties. Assists to identify key business metrics by which to evaluate CEA's financial performance.
- Has high-level skills to evaluate financial data for risks or issues; is able to develop executive ready summaries and recommendations based on findings.

- Frequently interacts, collaborates and may lead cross functional teams and other CEA stakeholders to understand and optimize how data can be leveraged to meet business needs.
- Assists staff with questions and inquiries regarding finance, payroll, contracts, purchasing and accounting matters.
- Has a deep understanding of the soft and tactical skills for preparing materials, including staff reports, for budget workshops and public hearings by assisting management.
- Assists in the administration and monitoring of Procurement and Delegated Contract Policy; provides support to other departments.
- Performs other related duties and responsibilities as required.

Minimum Qualifications

Education and Experience

- Bachelor's degree in Accounting, Business, Finance, Economics, or Public Administration AND demonstrable and commensurate work experience directly relevant to this position.
- Four (4) plus years of progressively responsible financial experience, performing increasingly complex or sensitive budget or fiscal analysis, is highly preferred.
- A high level of proficiency with Microsoft Office Suite, Word, PowerPoint and especially Excel, and the ability to use virtual meeting applications.
- Strong experience with relational databases and data analysis tools such as PowerBI, Tableau and SQL is a plus.
- Energy experience and an understanding of how energy markets operate is advantageous.

Knowledge, Skills & Abilities

- Excellent organizational, interpersonal, and analytical skills with keen attention to detail.
- Strong knowledge of and background in finance and accounting concepts, including an understanding of accounts payable and/or payroll.
- Ability to perform in dynamic public agency work in a growing, hybrid environment.
- Good understanding of analytical methods, including methods for analyzing and reporting budget and finance data.
- Solid knowledge with applicable federal, state, and local laws, codes, rules, and regulations.
- In-depth understanding of municipal budgeting principles and administration.
- Advanced excel skills and experience analyzing large sets of data.
- Outstanding communication skills, oral and in writing.
- Positive approach to working with a diverse workforce of people from different cultures, backgrounds, and varying opinions. Experience developing working relationships based on trust, collaboration, and teamwork.
- Curiosity and desire to learn and help improve business processes, systems, and organizational performance.
- Commitment to sustainability, community energy, and mission-driven work.
- Access to reliable transportation to attend CEA events, meetings, and workshops, 1-2 times per month.

Work Environment & Conditions

CEA operates in a hybrid environment, with employees generally working from home, and reporting to the office at least once per week. This arrangement may change as the needs of CEA change. Occasional local travel may be required with employees expected to attend CEA events, meetings and workshops as needed.

CEA is an agency required to adopt and promulgate a Conflict-of-Interest Code ("COI"). 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 successful candidate accepting this position may be required to file Conflict of Interest forms subject to the regulations of the Fair Political Practices Commission.

Compensation and Benefits

Salary: $135,000 - $225,000 per year, DOQ

- Group health benefits with 100% employee and 50% dependent coverage for medical, vision and dental
- Other insurance includes Long-Term Disability, Basic Life Insurance and Supplemental Life Insurance
- Monthly technology allowance
- CEA provides a contribution of 7.5% of salary for each employee into a 401(a)retirement plan. CEA's contributions to the 401(a)plan vest in equal annual amounts over five (5) years based on the first day of employment. Employees may voluntarily contribute to a 457(b) deferred compensation plan according to IRS limits.
- Vacation – 15 days per year increasing with years of service to a maximum 25 days
- Sick Leave – 8 hours per month, with maximum accrual of 144 hours
- Paid holidays – 10 paid holidays plus winter break between December 24 - 31

Apply Now

For priority consideration, **apply immediately** by emailing your cover letter and resume to Cindy Krebs Consulting. Applications will not be accepted after February 13, 2026. If you have questions or would like additional information, please contact Cindy Krebs via one of the following options:

Phone: 206-601-6874
Email: ckcincus@outlook.com
LinkedIn: CKC LinkedIn