

**CLASS SPECIFICATION**  
**SAN DIEGO CITY CIVIL SERVICE COMMISSION**  
**ASSISTANT RATE ANALYST - 1190**

**DEFINITION:**

Under general supervision, to assist in performing public and private utility rate studies and analyses of average difficulty; and to perform related work.

**\* EXAMPLES OF DUTIES:**

- Assists in reviewing applications of City franchised companies for rate increases;
- Assists in conducting studies and analyses, and in making recommendations pertaining to public and private utility costs and services;
- Prepares reports and makes recommendations on specific phases of a project;
- Assists in developing rate spreads and in proposing rate schedules and revisions;
- Assists in the preparation of comprehensive rate projects and assignments;
- Gives testimony before Federal and State regulatory agencies;
- Prepares records and charts.

**MINIMUM QUALIFICATIONS:**

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Description for updated minimum qualifications: <https://www.governmentjobs.com/careers/sandiego/classspecs>.

College graduation with a Bachelor's Degree or equivalent education (i.e., minimum completed units 120 semester/180 quarter), **AND** two years of full-time experience in engineering, administrative analysis, accounting, utility rate analysis, or a closely related field.

**\* EXAMPLES OF DUTIES** performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.