

SUNFLOWER ELECTRIC POWER CORPORATION RESPONSIBILITY OUTLINE

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|----------------|--------------------------------------|---------------|----------------------|
| Position Title | Financial Analyst | Date | January, 2010 |
| Department | Planning/Analysis/Billing | Pay Status | Salaried |
| Reports To | Financial Planning Supervisor | FLSA Category | Exempt |
| Location | Hays | EEO Category | 2 |

SUMMARY

Develop and maintain financial forecasts for Sunflower, Mid-Kansas Electric Company (MKEC), and the Members in support of financing efforts, including the Holcomb expansion project. Assist the billing process and development of wholesale customer contracts for Sunflower and/or MKEC. Support the annual budget process.

ESSENTIAL RESPONSIBILITIES

Financial Modeling

Develop, present, and assist in implementation of financial and economic models to be used in the planning and attainment of Sunflower's, MKEC's, and the Member Systems' long- and short-term goals and objectives.

Construct financial models for financial activities including, but not limited to, the Holcomb expansion project. Communicate and work with banks and financial entities on financial models.

Communicate and coordinate with Sunflower personnel involved in the collection, validation, reconciliation, and billing of Members and other customers. Provide information and support to ACES Power Marketing and other consultants that work for or with Sunflower.

Budget Process

Provide support for the development, implementation, and improvement of the annual budget process. Support the implementation of new budget software.

Provide communication, distribution and training on the budget process. Provide access to historical data, targets, and assumptions.

Support the accumulation and processing of the budget data, the preparation of the budget book, and the preparation of the Board presentation.

Identify opportunities for cost savings and flexible budgeting items.

Power Contracts

Assist in the analysis, drafting, and preparation of power contracts and any exhibits to such contracts. Interact, as required, with wholesale customers and other utilities to administer sales and purchase contracts.

Accounting and Regulatory

Provide support, as needed, for the accounting and regulatory areas. Support activities include, but are not limited to, budget reporting support and preparation, external auditor calls and issue resolution, fuel supply bookkeeping and coordination, preparation of rate case schedules, regulatory support work papers, and preparation of responses to data requests.

Safety

Maintain safety awareness and comply with all safety policies, practices, and procedures to assure a safe working environment. Properly wear and care for applicable safety gear and/or equipment required. Identify and communicate unsafe conditions to supervisor, co-workers, and the Safety Department and/or correct or assist in resolving safety concerns and issues. Must understand and comply with the Clearance Procedure as applicable.

Culture

Demonstrate a commitment to Sunflower's culture and core values of technical competency, respect and dignity, accountability, integrity, trustworthiness, and servant leadership to empower or otherwise enable others to optimally perform their job responsibilities. Demonstrate and promote ethics and behaviors consistent with Sunflower's culture, Board policies, and business practices.

Other Responsibilities

Maintain computer database, Internet website, and software programs.

As assigned or required to support Sunflower's mission and operations.

QUALIFICATIONS

Education and Experience

Bachelor degree in accounting, finance, economics, or related field and three years electric utility industry experience, or equivalent combination of education and experience.

Experience with emphasis on database management, economic forecasting, integrated resource planning, tariff administration, and regulatory reporting is strongly preferred.

Knowledge, Skills, Abilities

Strong analytical skills along with systematic and critical thinking.

Able to make analytical and interpretive decisions, adapt guidelines which may be indirectly applicable, and evaluate alternatives prior to making decisions.

Strong understanding and skills in the application of statistics, economic analysis, and forecasting techniques.

Basic understanding of accounting principles.

Able to read and interpret contracts and rate information.

In-depth MS Excel, MS Power Point, and database program skills.

High standards of personal integrity and ability to preserve confidentiality of highly sensitive information.

Professional maturity and judgment, tact, and discretion.

Must be able to collaborate with and learn from others.

Must be strongly discipline and organized.

Able to present information and training programs to disparate audiences.

Written, verbal, and interpersonal communication skills at the level required to successfully perform the essential responsibilities of the position.

Able to operate computers and associated programs at the level required to successfully perform the essential responsibilities of the position.

Other

Must possess and maintain a valid driver's license.

Able to travel to all Sunflower sites and attend training and meetings out of state as needed.

Physical and Mental Demands

See Physical and Mental requirements sheet.

This outline is not all inclusive but rather serves as a general overview of the current business needs. Experience guidelines are not the sole basis for awarding this position and substitutions may be made as they relate to the essential functions, duties, and responsibilities of this position.