

## Public Service Company of New Mexico Energy Resources

Title
Accountant
Administrator, Contract and Regulatory Senior
Administrator, LT Cont SLS
Administrator, Planning and Analysis
Administrator, Power Prescheduler
Administrator, Systems
Administrator, Volume Settlement
Analyst, Energy Transactions
Analyst, Gas Supply Control
Analyst, Structuring and Pricing Senior
Analyst, Wholesale Power Marketing
Developer, Generation
Director, Commodity Transactions
Director, Energy Resources Business Analysis
Director, Fuels and Wholesale Market Policy
Director, Gas Supply and Transmission Operations
Director, GEN Construction
Director, Participant Services Gas, Oil and Water
Director, Resource Planning and Technical Analysis
Engineer, II, Senior, Professional, Principal
Gen Manager, Gas Acquisitions
Gen Manager, Gas Admin and Control
Gen Manager, Market Development
Manager, Energy Accounting
Manager, Fuel Supply
Manager, Gas Admin/Volume Settlement
Manager, Gas Supply and System Planning
Manager, Marketing and Forward Contracts
Manager, R-T Power Trading
Manager, S-T Power Trading
Manager, SJ Gen Station Prod
Manager, SJGS Technical
Manager, Technical Projects
Manager, WPM Analysis and Administration
Marketer, Long Term Power
Operator, Gas Supply Resource Control
Planner, Gas Supply
Prescheduler, Power
Representative, Acquisitions
Representative, Acquisitions Contract

Representative, On-System Gas
Senior VP, Energy Resources
Supervisor, On-System Gas
Trader, Real Time
VP, Energy Supply and Marketing
VP, Power Production

# ACCOUNTANT

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Under general supervision, applies principles of accounting to analyze financial information and prepare financial reports, conducts studies and submits recommendations for improving the organization's accounting operation, by performing the following duties.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Compiles and analyzes financial information to prepare entries to accounts, such as general ledger accounts, documenting business transactions.

Distributes expenditures, encumbrances, receipts, and receivables according to schedules.

Monitors compliance with generally accepted accounting principles and company procedures.

Analyzes financial information detailing assets, liabilities, and capital, and prepares balance sheets, profit and loss statements, and other reports.

Summarizes and interprets current and projected company financial position for other managers.

Audits contracts, orders, vouchers, and prepares reports to substantiate individual transactions prior to settlement.

Installs, modifies, documents, and coordinates implementation of accounting systems and accounting control procedures.

Devises and implements system for general accounting.

Provides specialized or multi-functional analyses based on a thorough understanding of accounting and management theories and principles.

Develops processes to gather and interpret information, which crosses functional areas either on a major project or ongoing basis.

Evaluates the effectiveness of supporting systems and makes changes to those systems.

Represents and obliges the controller division on company task forces with respect to accounting and budgeting matters.

Evaluates complex proposals or problems, and develops alternatives affecting the management and operation of the Company.

Evaluates proposed changes in accounting pronouncements or legal and regulatory changes.

Conducts studies and submits recommendations for improving the organization's accounting operation.

## ADMINISTRATOR, CONTRACT & REGULATORY

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Implements and coordinates gas-related federal regulatory and interstate contract processes required to successfully implement the Company's long-term gas system engineering and planning objectives. Formulates Company policy relative to gas industry related Federal Energy Regulatory Commission (FERC) issues and manages FERC regulatory activities to meet Company objectives. Directs the activities of internal and external legal counsel and Company personnel in the exercise of such regulatory assignments, by performing the following duties

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Directs the activities of both internal and external legal counsel and Company personnel as required to manage FERC gas regulatory cases from inception to conclusion.

Maintains effective relationships with the FERC and other regulatory parties and represents the Company in gas-related hearings.

Represents the Company in negotiations in FERC gas-related proceedings.

Develops strategies for accomplishing the Company's objectives in the FERC arena and actively participates with executive management in carrying out those strategies.

Prepares regulatory communications on gas FERC matters both internally and externally.

Stays abreast of activities occurring on the federal level related to natural gas transportation rules and regulations, particularly related to interstate pipelines in the Southwest.

Develops and may present testimony on behalf of the Company for proceedings before the PRC and FERC.

Directs the contract administration process pertaining to third-party transportation, gathering, processing and sales contracts with third parties to minimize the Company's cost responsibilities, protect the Company's rights, and ensure contract compliance.

Negotiates successful settlements of contract disputes.

Negotiates favorable terms and conditions of service for new pipeline facilities as required to meet the Company's long-term changes in market demand.

Prepares analyses, studies and reports related to federal regulatory and/or contract requirements as necessary to aid the Department and Company's executive management in assessing the long-term strengths, weaknesses, opportunities, and threats associated with various long-range plan options.

Directs activities of Company personnel through a matrix organization on certain major projects related to the growth and development of the Company's gas-related infrastructure.

## **Long-Term Contract Sales Administrator**

### **Scope of Work**

The role of the Contract Sales representative is to assist in the implementation, administration and maintenance of contracts and agreements with: 1) end-use customers in states allowing direct access, 2) standard offer contracts in states allowing such contracts, and 3) with purchase for resale agents such as electric cooperatives and municipals. The incumbent uses their knowledge and experience to provide value to our customers through first in class customer service. Additionally, the incumbent will also provide support in specified commercial transactions.

### **Essential Functions**

Develop close personal relationships, based on trust and mutual respect, with customers, Company employees and trade allies.

Coordinate the efforts of legal, regulatory, financial, environmental, marketing, engineering, and other appropriate departments in implementing new service under a long-term contract

Periodically review contracts to insure PNM meets the provisions of long-term contracts

Implement marketing, communication, and promotional plans

Participate in external business associations and activities that will further enhance the success and image of our company. Look for business opportunities while networking and be cognizant of information that we can divulge and the information that we need to keep confidential

Develop, organize and coordinate periodic meetings between appropriate PNM personnel and our wholesale customers to enhance our lines of communication

Develop creative solutions for our customer's needs and problems

Coordinate efforts of internal personnel of the Company to develop and implement specific and defined business transactions

Assist in the development of annual budget and monitoring of groups performance

## **ADMINISTRATOR, PLANNING & ANALYSIS**

Responsible for ensuring the merchant scheduling systems (present and future) are set up to correctly track and account for generation, energy trades & related schedules, and transmission purchases associated with functions performed by the merchant group.

## **ADMINISTRATOR, POWER PRESCHEDULER**

### **Scope of Work**

Incumbent works as an integral part of the Wholesale Power Marketing Team, supporting the technical and administrative requirements of long/short term prescheduled purchase/sales activities. Responsible for the coordination/verification of all physical prescheduled power trades with utility/marketer and control area counterparts. Incumbent is involved in the acquisition of transmission paths to facilitate power sales and providing back-up support to Power Prescheduler functions.

### **Essential Functions**

Performs daily gathering, assimilation and verification of Power Prescheduler trade activities

Prepares and maintains daily/monthly Master Preschedule Transaction Worksheet

Develops/verifies NERC transaction tags and distributes NERC documents as necessary for prescheduled power purchase/sale activities

Assures all transactions are properly documented and accurately accounted for with regard to contract stipulations, internal energy accounting methods, billing, etc.

Performs daily and long-term preschedule data entry into the Energy Management system

Secures unconstrained transmission paths (via OASIS) as necessary for prescheduled power purchase/sale activities

Performs daily prescheduled marketing transaction summary verification with PNM "Reliability" and other interconnected control area administrators

## SYSTEMS ADMINISTRATOR

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Under general supervision, schedules exchange, system supply, and transportation volumes on GCNM's natural gas pipeline system, by performing the following duties.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Represents the System Administration department and the Company on various industry related committees.

Acts as a Supervisor of System Administration in the Supervisor's absence.

Analyzes pipeline capacity, supply needs, excess supply available for sale to others, and performs allocations of capacity when necessary according to all contract provisions and rulings of the New Mexico Public Regulation Commission.

Creates, documents, and verifies a complete and accurate Volume Nomination System (VNS) file and any other documentation necessary to track and bill all transactions.

Calculates, documents, and allocates the pipeline capacity to provide for the most economical use of the pipeline system.

Coordinates with Gas Control Centers in the Northwest and Southeast system, as well as third party pipelines.

Provides for efficient operation of all concerned pipeline systems.

Communicates all Company and interconnected pipeline systems developments, which could impact (positively or negatively) the ability to perform.

Develops and maintains a good working knowledge of pipeline systems and third party pipeline systems.

Acts as the front-line in developing and enhancing relationships with customers, shippers, and third party pipelines and markets.

Meets all required deadlines imposed by the Company and interconnected pipeline systems.

Develops and maintains procedures for daily operations and VNS functions in System Administration.

Coordinates with the Supervisor or the System Administrator to purchase additional supplies or sell excess supply on third party pipelines.

Prepares, maintains, and provides the preliminary schedules for the month.

Assists the Supervisor or the System Administrator in maintenance and administration of the training program.

## ADMINISTRATOR, VOLUME SETTLEMENT

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Under general supervision, supports the key role of allocating all volumes on the Company system by assisting in the development of, and participating in gas operations both on the Company system and with interconnecting pipelines, settlement methods, contract development, and by performing the following duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Analyzes, recommends, and implements allocations and balancing structures relating to the facility, contract, and seller combinations for gas transactions in the assigned area of responsibility combining physical gas flows with contractual relationships.

Analyzes and utilizes line losses, shrink, UFG, and pooling and balancing agreements to volume allocations as they apply to gathering systems, plant allocations, transportation imbalances, and off-system sales.

Provides for internal consulting projects to improve accuracy and efficiency of Volume Settlement (VS) operations.

Provides allocations or settlement recommendations having a major impact on dollar savings and costs resulting from the accuracy of information produced by VS.

Allocates volumes for parties utilizing facilities in the assigned area of responsibility for gas transactions.

Analyzes, recommends, and implements transportation imbalances and prepares statements for gas transaction.

Consults with production operations personnel to obtain operational information necessary to perform allocations.

Consults with contract management personnel to develop allocation structures that meet contractual requirements.

Performs in a lead capacity on project teams or works independently to research and develop creative alternative methods and operational systems to meet the frequently changing demands of the VS section.

Supplies information concerning the gas industry and its markets as it pertains to settlement.

Frequently contacts producers, management, and officers to ensure timely and accurate flow of information required to maintain the integrity of settlement information.

Develops and maintains rapport with a wide spectrum of people internal and external to the Company.

Performs liaison work internally to include Gas Supply, Marketing, Rates, Engineering, Operations, and others as required to insure timely reporting of changes affecting Volume Settlement (VS) operations and other departmental operations.

Provides for departmental consulting projects and intradepartmental audits of areas determined by the incumbent, the Manager of VS, or various officers.

Contacts producers, management, and officers and managers to ensure timely and accurate flow of information required to maintain the integrity of settlement information.

Works independently to research and develop creative, alternative, and operational systems to meet the frequently changing demands of the VS section.

Consults the Manager of VS regarding the optimum gas contract, allocation, and sales information flow among the Gas Accounting, Gas Supply, Rates, and Marketing functions.

Assists the Manager of VS, external consultants, and CICS in the design, installation, validation and maintenance of the volume allocation, volume quality, acquisition, and related information systems.

Responsible for the approval and allocation structures as delegated by the Manager of VS for other departmental personnel.

## ANALYST, ENERGY

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Working as a member of the Energy Analysis team (Back Office), ensures accurate and timely settlement checkout and resolves deal issues to facilitate settlement. Interfaces with counter parties for all billing issues and maintains all counter party transaction information for reporting purposes. Administers special requirement contracts for checkout and all billing issues. Works with reliability to ensure actualization of flows is properly accounted for. Responsible for the accuracy and completeness of all final counter party data, by performing the following duties:

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Performs checkout with routine counter parties on a weekly, bi-weekly, monthly basis, depending on circumstances . This includes verification of both volume and price for all purchases, sales, and transmission of energy entered in to by the Wholesale Power Marketing Group.

Maintains standardized counter party checkout documentation files with sufficient information to answer any inquiries and that satisfy audit requirements.

Researches and resolves issues and inquiries received from Reliability on the Change Request Access Database, and processing those change requests requiring correction.

Tracks and reconcile transactions related to transmission, including capacity, reservations and losses to tracking logs provided by Wholesale Power Marketing, and make corrections in the ACES System.

Administers special requirement contracts, including interpretation of data from various sources for use in analysis, reconciliation, and billing.

Monitors, reports, and analyzes all final checkout changes to determine the root cause and develops and implements solutions. Ensures that any after the fact changes are reflected correctly in the billings.

Coordinates all delivery schedule and transmission transaction schedule changes with the Reliability group. Reconciles the data exchanged between Reliability and Wholesale Power Marketing and makes any necessary changes.

Researches data on both ELF and ACES systems, and develop reports as required by Wholesale Power Marketing personnel.

Responds to complex information requests from Wholesale Power Marketing, Reliability and other corporate departments.

Develops reports related to generation from company owned facilities, including participant share information.

Participates in review, definition and implementation of ad-hoc reports using the Billing and Checkout tools, to meet the data requirements for inquiries from both internal and external customers.

Participates in development, implementation, and modification of new and innovative procedures for checkout purposes as necessary.

Responds to inquiries from both internal and external auditors during their audit engagements. Ensure documentation supports numbers reflected in the general and sub-ledgers.

## **Analyst, Gas Supply and Control Ops**

### **Scope of Work**

Maintains and administers the SCADA pipeline control system. Monitors the system interface with both Gas\*Master, microwave, data-track radio, and telephone line communications necessary for gas control. Creates and maintains specialized computer systems such as Go-Flow, Flow-cal, SCADA viewer, EBB, Gas\*Master and department web page. On a continuous basis, the system processes flow orders, identifies emergencies for controllers, and maintains communications between Gas Control Operations, Field RTU facilities, Gas Administration, Gas Acquisitions and Supply Planning. Assignments are generally complex and require applications of pipeline field operations techniques, database administration and utility dispatch coordination skills.

### **Essential Functions**

Gas Control System applications programming and development

- Develop, test, implement and document gas control system application software.
- Develop, test, implement and document all SCADA to Pipeline interfaces.

Maintain software, hardware, and communications systems

- Resolve computer hardware,/software and interface problems.
- Responsible for SCADA system operations and alarm parameters.
- Respond to Gas Systems Operations computer system, pipeline, and SCADA emergencies 24 hours per day.

Act as system network administrator

- Perform Data Administrator and/or System Network Administrator duties.
- Perform computer hardware preventive maintenance functions.
- Install new computer hardware as necessary.

Identifies and defines ways to improve computer system support

- Propose ways to improve Gas Systems Operations applications, including ways to improve system response, ease operator interactions and provide better tools for system operators.
- Train users on new controls, applications software and provide user manuals.
- Share knowledge with other section personnel and be receptive to input on better methods of approaches from other section personnel.

Coordinate measurement efforts

- Perform measurement duties as previously performed by Sr. Measurement Engineer - responsible for creating and maintaining Go-Flow, Flow-Cal, SCADA Viewer, EBB and web page.

## **Analyst, Structuring and Pricing**

### **Scope of Work**

Structuring and Pricing Analysts are responsible for:

- 1) Development of the Company's official electric and gas wholesale price forecasts
- 2) Evaluation of the profitability of products sold in the electric wholesale market; and
- 3) Coordination and development of all business metrics for Energy Resources.

## **ANALYST, WHOLESALE POWER MARKET**

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Performs wholesale market research, gathers, assimilates and processes critical trade information, and provides essential analysis and strategic recommendations to the wholesale marketing team. Provides support for, and is involved in, the conception, design and development of new wholesale electricity products and agreements as well as aiding in contract negotiations, by performing the following duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Gathers and assimilates wholesale electricity market intelligence from a wide array of sources.

Tracks and analyzes correlation between various electricity price indices (California Oregon Border Hub/Palo Verde Hub/Mid Columbia Hub/NYMEX, etc.) and other energy related products such as natural gas and petroleum.

Analyzes PNM's historical load trends, market prices, weather patterns, regional generation outages, and their impact on market prices and degree of volatility.

Researches the Open Access Same-Time Information System to locate, price, and secure transmission for power market opportunities.  
Researches FERC tariff filings, WSPP quarterly filings, marketer quarterly filings, and other sources to ascertain intelligence on competitor activities.

Maintains up-to-date bid and offer positions for use by PNM Marketers.

Supports and provides back up to the Wholesale Power Marketers at negotiating sessions and customer visits.

Coordinates request for proposal (RFP) response tracking, follow-up, and deal confirmation processing.

Responds to customer service inquiries.  
Supports the Wholesale Power Marketing team by developing leads to expand real-time and intermediate or long-term marketing opportunities.

Develops and coordinates the implementation of various marketing tools, programs, and reports to support real-time and intermediate or long-term marketing efforts and real-time pricing tariffs.

Performs after-the-fact analysis of completed transactions, as required to assess their success and improve future performance.

Coordinates the department budget activities and various reporting.

Creates marketing presentation packages.

## DEVELOPER, GENERATION

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Oversees and participates in the development and construction of new generation plants. Researches and investigates potential new projects, performs the technical and economic assessment of potential projects, negotiates the appropriate construction or participation contracts, and coordinates with the generation project construction manager, by performing the following duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Assesses a broad range of areas including electric transmission systems, electric generation technologies, electric markets, project financing, construction practices, and regulatory practices.

Develops business relationships, based on trust and mutual respect, with customers, employees, consultants, and trade allies.

Participates in the forward pricing assessment.

Develops the pro-forma models for new generation plants.

Negotiates and contracts development of construction or participation agreements.

Coordinates strategies for the acquisition of regulatory permits.

Develops environmental permitting strategies.

Represents the corporation before all public or regulatory hearings.

Directs projects to completion within schedule, cost and performance objectives.

## **DIRECTOR OF COMMODITY TRANSACTIONS/ MANAGER, BULK POWER RISK**

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Directs and coordinates the Financial Risk Management function including hedge management, maintains control systems for Wholesale Power Marketing, develops systems to assess financial risk and credit risk on a daily basis, designs and implements hedge strategies, maintains broker and dealer relationships, monitors settlements and margin calls and manages the administrative function for Wholesale Power Marketing, by performing the following duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Hedges manager for Wholesale Power Marketing.

Performs the financial risk assessment for Wholesale Power Marketing.

Implements and monitors risk control systems.

Manages and monitors the daily operations of price risk management.

Manages the commodity broker relationships.

Maintains hedge management administrative system.

Serves as the expert witness in NMPRC cases.

## **Director, Energy Resources Business Analysis**

### **Scope of Work**

Incumbent has overall responsibility to provide information, analysis and recommendations regarding current and projected business tactics and strategies for Energy Resources.

Development through the coordination of the diverse group of professionals within the department. The process includes the development, analysis and recommendation of alternatives and opportunities that would impact the performance along with providing conceptual and specific input into who to manage, control and influence those factors, both internal and external, affecting such performance. Incumbent is responsible for ensuring communication and understanding of technical and financial information and recommendations to all appropriate levels of management and provides the focal point of financial liaison between Energy Resources and PNM Resources.

### **Essential Functions**

Monitor pending and proposed changes in accounting regulations, regulatory decisions, regional electric utility groups and the utility industry in general to ensure the impacts are reflected in the near long term tactical and strategic plans

Assure consistency and reasonableness of assumptions used in financial forecasts for Energy Resources including coordination with PNM Resources.

Participate in and provide support to the development of alternatives, financial and technical analysis, and recommendations regarding wholesale marketing efforts and business development projects.

Provide support, review and testimony for regulatory filings and associated data preparation. Assure consistency, accuracy and reasonableness of system and financial results.

Provide long-term generation related revenue requirements analysis for various regulatory jurisdictions and analysis of impacts to these projections due to alternative plans and proposals of Energy Resources and PNM Resources.

Participate in negotiations, contract development, implementation and follow-up activities associated with wholesale marketing contracts.

Develop and maintain effective working relationships with key individuals within the department, the subsidiary and the Corporation in support of overall goals and objectives

## **Director, Fuels and Wholesale Market Policy**

### **Scope of Work**

The Director of Fuels and Wholesale Market Policy is responsible for PNM's fossil fuel management function, and for input into the development of regional and national wholesale electric industry policy issues and representation of the Company's position through participation in various wholesale marketplace forums, including WECC, WSPP, NAESB, NERC, and FERC Orders, etc.

## **DIRECTOR, GAS SUPPLY AND TRANSMISSION OPERATIONS**

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Manages a diverse, highly technical, and complex function including natural gas trading, strategic and tactical supply planning, supply related transmission, gathering contracting and administration, by performing the following duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Manages Company's financial exposure and costs for all natural gas supplies.

Manages Company's product price goals including hedging strategies.

Manages Company's marketing and sales strategy for natural gas.

Negotiates major gas supply and supply transportation contracts.

Manages Company's gas contracts, litigation, and settlements.

Manages Company's supply regulatory agenda.

Develops policies and strategies for the dispatching and purchase of gas supplies and for the reformation of supply contracts to meet the requirements of the LDC and to maximize through input, credits to the PGAC, and PNMGS revenues.

Develops the goals and strategies used in the development of the Company's long-term and short-term supply portfolio.

Directs the on-going review and analysis of the gas supply portfolio and the impact of the supply portfolio on the PGA.

Directs the economic analysis of gas supply issues including impact on PGA, gas purchase contracts, reformation strategies, and settlement discussions.

Represents the Company at producer and regulatory proceedings.

Acts as an expert witness in regulatory and litigation proceedings.

Maintains compliance with state and federal regulations.

Maintains high profile relationships with suppliers and customers.

Develops and empowers associates under the department scope.

Manages conflicts and redirects activities toward positive results.

## DIRECTOR, GEN CONSTRUCTION

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Provides leadership and is responsible for the management of the corporations generation construction program. The program includes all new, repowered and retrofitted generation projects as well as major betterment projects at existing facilities. The projects are complex in permitting and engineering scope. Projects are of significant dollar value and importance to PNM and possibly other Participant Owners. Has responsibility for meeting schedule, budget and performance criteria. Project locations are multiple including sites outside the State of New Mexico.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Has overall responsibility for the management of multiple generation projects throughout the region. Projects encompass the development, permitting and construction of new generation facilities, expansion of facilities and major capital improvements to existing facilities.

Plays lead role in negotiating and management of multiple major construction and maintenance contracts for projects, professional services, materials, and equipment.

Reviews work for completeness, meets with project principles to resolve issues. Is responsible for major EPC contracts.

Plays a lead role in project decisions involving complex problems.

Supports operational areas through the application of standard and non-standard project management techniques, practices, and procedures.

Reviews and facilitates acquisition of project resources to meet project schedule, budget and performance.

Oversees project scheduling, and assigns job priorities in order to meet Company and/or project requirements.

Responsible for the development of personnel in the department.

Responsible for overall cost and schedules as well as developing, reviewing and approving recovery plans.

Ensures that all regulations are met in the execution of the project. This includes project permits as well as OSHA and AA/EEOC.

Manages a staff of diverse project managers. These managers have project responsibility for scheduled budget and performance. These managers also have first line responsibility for community liaison during the construction phase of the project.

Supports projects and strategic initiatives through department staff as well as matrixing resources from other departments.

Responsible for the development and implementation of project plan. Approves master schedule. Including long-range resource planning and budgeting.

May be primary interface point with facility participant owners and /or PNM management. Obtains necessary guidelines and approval to execute project plan.

Responsible for reporting project status including schedule and budget to owners and/or PNM management.

Responsible for managing labor issues that may impact the project. This may entail working with union and non-union personnel.

This position is a key focal point for community and political relationships. The incumbent focuses on developing relations that respond to the needs of the community, customers, owners and employees.

## **Director, Participant Services Gas, Oil and Water**

**SUMMARY:** Directs the fossil fuel management function at PNM Bulk Power Services. Develops a professional staff to accomplish goals and objectives, which are coordinated and aligned with the corporate business plan. Assesses risk associated with the fuels management function and the development of strategies in order to limit potential downside impacts. Reviews, assesses, and responds to legislation and regulatory orders which involve fuel acquisition and revenue recovery issues. Develops and implements a fuel procurement plan, which is focused on cost minimization, quality control, and long-range planning. Provides fuel related administrative and engineering support to both internal and external organizations, by performing the following duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Determines short and long-term fuel requirements, costs, and availability for coal, natural gas, and fuel oil.

Negotiates contracts for fuel supplies.

Analyzes fuel consumption trends and recommends fuel inventory control levels.

Conducts valuation and marketing of fuel by-products.

Reviews and monitors current and proposed fuel related legislation and regulatory rules.

Provides expert testimony for regulatory proceedings.

Develops organization for the administration of the fuels management program.

## Director, Resource Planning and Technical Analysis

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Directs and leads the Resource Planning and Technical Analysis department, a multidisciplinary technical team of engineers and generation developers. Provides leadership and directs the competitive assessment of potential sites, and coordinates regulatory filings and other regulatory approvals necessary for the construction of new jurisdictional generation assets.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:** Assess a broad range of areas including electric transmission systems, electric generation technologies, electric markets, project financing, construction practices and regulatory practices.

Produces resource planning schedules to meet all regulatory requirements and other requirements necessary to add jurisdictional generation resources to PNM's generation fleet.

Ensures the corporation's financial goals are met as they relate to jurisdictional power generation assets.

Directs all internal and external justification involving Company's resource planning.

Represents the Company with other utilities, government agencies, and private industry along with the preparation, review and presentation of expert testimony.

Recommends Company Policy direction in the jurisdictional asset planning environment with many entities including the NMPRC and FERC.

Directs the involvement of department personnel in the numerous regional planning and operating forums including : WECC's Planning Coordination Committee, Technical Studies Subcommittee and Operating Transfer Capability (OTC) group and the Southwest Regional Transmission Association (SWRTA) Planning Committee.

Develops and maintains effective and positive working relationships with internal Company personnel including Legal, Regulatory, Corporate, Public Relations, and other involved Company organizations.

Develops and maintains effective and positive working relationships with external regulatory bodies, government agencies, consultants and contractors, and miscellaneous groups that may be involved in our day to day business.

Directs the department's involvement in technical assistance to other internal PNM departments.

Provides advice and guidance on supply side resource technical, commercial, legal, and regulatory issues to all areas of the corporation, while strictly following FERC's Standard of Conduct.

## ENGINEER

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Under general supervision, independently evaluates, selects, and applies standard engineering techniques, practices and procedures commonly employed in a specific area of assignment.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Provides the engineering expertise necessary to the support of intermediate projects that are generally conventional in nature.

Conducts or participates in studies of intermediate size that evaluate performance, cost, and scheduling criteria of a limited number of alternatives.

Applies routine engineering techniques, practices and procedures in support of operational areas.

Communicates engineering ideas, recommendations and evaluations effectively to engineering and non-engineering individuals and groups.

Represents the Company in intermediate engineering matters.

Provides technical support, consistent with the application of well-established standards and procedures to, and interacts with other associates.

Participates in the formulation of Company and industry standards and uses the Company and industry standards to ensure safety and consistency of engineering results.

Provides technical direction and/or activity supervision to contractors and Company personnel as required by specific assignments/projects.

## ENGINEER II

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Under general supervision, independently evaluates, selects, and applies standard engineering techniques, practices and procedures commonly employed in a specific area of assignment.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Provides the engineering expertise necessary to the support of intermediate projects that are generally conventional in nature.

Conducts or participates in studies of intermediate size that evaluate performance, cost, and scheduling criteria of a limited number of alternatives.

Applies routine engineering techniques, practices and procedures in support of operational areas.

Communicates engineering ideas, recommendations and evaluations effectively to engineering and non-engineering individuals and groups.

Represents the Company in intermediate engineering matters.

Provides technical support, consistent with the application of well-established standards and procedures to, and interacts with other associates.

Participates in the formulation of Company and industry standards.

Provides technical direction and/or activity supervision to contractors and Company personnel as required by specific assignments/projects.

## **ENGINEER, SR**

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Under general supervision, plans, schedules, conducts and coordinates the engineering work for a total project of moderate scope or for detailed phases of part of a major project by performing the following duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Manages all of the engineering aspects of projects of moderate scope or detailed phases of major project efforts.

Leads or conducts performance, cost, and scheduling studies of varying size that are normally conventional in nature.

Supports operational areas through the application of standard and non-standard engineering techniques, practices, and procedures.

Communicates engineering ideas, recommendations and evaluations to diverse internal groups in a working or conference type environment.

Represents the Company's interests in engineering matters that may be varied and complex in nature.

Provides broad knowledge technical support to, and interact with other associates.

Applies engineering expertise to improve or develop new standards.

Provides technical direction and/or activity supervision to contractors and Company personnel on a regular, on-going basis.

## ENGINEER, PROFESSIONAL

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Under general supervision, plans, schedules, conducts, and coordinates large and significant engineering projects and/or a number of small projects that are complex in nature and often functions as staff advisor and consultant by performing the following duties. **Promotion to a Professional Engineer requires that the need for this level of engineer exists.**

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Provides the diverse and advanced engineering and project management expertise associated with large and important projects and/or a number of small projects with many complex features.

Leads or conducts performance, cost and scheduling studies/evaluations that require advanced and innovative techniques and/or the modifications of standard practices and precepts.

Provides the operational areas with highly skilled and diversified expertise.

Communicates engineering ideas, recommendations and evaluations to diverse internal and external audiences.

Represents the Company's interests in advanced engineering matters.

Identifies and resolves broad technical and/or organizational issues affecting the Company's goals and objectives.

Provides advanced technical support as a staff advisor or consultant to, and interact with other associates.

Applies extensive engineering expertise to improve or develop new standards.

Provides advanced and often highly innovative technical direction and/or activity supervision to contractors and Company personnel on an as needed basis.

Functions as a supervisor for staff engineers, professionals and technicians.

## ENGINEER, PRINCIPAL

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Serves as a technical specialist for the organization in the application of advanced theories, concepts, principles and processes for an assigned area. Plans and develops engineering projects concerned with unique and/or potentially sensitive issues by performing the following duties.

Principal Engineer's possess either special knowledge and experience or are unique in their value to the Company. This level of engineer is for those individuals whose technical/professional responsibilities are significant enough to warrant a salary level comparable to a Management level jobs. Promotion to a Principal Engineer requires that the need for this level of engineer exists; market data supports placement in this level and it is approved by a Vice President.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Provides the engineering and project management expertise associated with complex, large and high impact projects.

Leads or conducts performance, cost, and scheduling studies/evaluations of considerable scope and complexity.

Provides advanced technical expertise to the operational areas.

Communicates complex and sometimes unconventional engineering ideas, recommendations and evaluations to technical and non-technical groups, in both formal and informal settings.

Represents the Company's interests in internal and external forums on diverse and sometimes highly technical engineering matters.

Provides comprehensive and often complex technical expertise and interaction to other associates.

Applies extensive and advanced engineering to improve or develop new standards for diverse engineering activities.

## **General Manager, Gas Acquisitions**

Directs the gas supply trading activities in the development of a gas supply portfolio for the gas utility customer. Solicits, negotiates and determines the purchase obligations for contracting gas purchases, gas sales, and storage leasing to provide competitive and reliable gas supplies. This position is heavily involved in the assessment of short term and long term strategic planning of the gas supply needs in an ever-changing marketplace. Duties include the execution of financial hedging; pipeline and storage asset management; and support of state and federal regulatory compliance. Manages the contracting of third party off system transportation for the company pipeline.

## **GENERAL MANAGER, GAS ADMINISTRATION, CONTROL AND SETTLEMENTS**

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Directs the daily activities associated with the planning and scheduling of all gas volumes going through PNM pipelines, the physical control and movement of those volumes, and resolving all imbalance issues with the 3<sup>rd</sup> party pipelines and Transportation Shippers, by performing the following duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Directs the daily activities on all PNM Gas Transmission pipelines.

Directs all Emergency and Critical Response activities on gas transmission systems including Disaster Recovery facilities.

Analyzes current pipeline conditions with current forecast and direct daily activities.

Analyzes the impact and facilitate all PNM and 3<sup>rd</sup> party maintenance activities.

Focal point for morning planning and forecast activities for gas purchases and off-system transportation activities.

Directs activities of SCADA support team.

Directs resolutions of all Interconnect and 3<sup>rd</sup> party imbalances settlement issues.

Directs and actively participates in mentoring, training and testing of Sr. Gas Controllers and Gas Resource Coordinators.

Actively participates with Transmission Engineering, Marketing and Transportation Services departments for new project opportunities, design, and impact studies.

Actively works with 3<sup>rd</sup> Party Pipeline and Facility Operators to build operational relationships and maximize system opportunities.

## GENERAL MANAGER, MARKET DEVELOPMENT

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Manages a diverse and potentially high-risk function of developing new business for the Company. Oversees the conception, development, negotiation and implementation of new business arrangements with various customers on PNM's natural gas systems. Develops and implements strategies leading to increased customer base, system throughput and profitability, by performing the following duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Manages the development and negotiation of new business arrangements with producers, aggregators, processors, pipelines, end users and agents.

Manages the development and negotiation of new business arrangements for gas supply to new electric generating stations.

Negotiates new business arrangements that benefits the ratepayers and provides a profit to PNM's shareholders.

Presents analyses and information to senior management and the Board of Directors for approval of major projects.

Testifies before the New Mexico Public Regulatory Commission and the Federal Energy Regulatory Commission when required.

Develops and recommends strategic plans and objectives for new business ventures including the utilization of new and existing assets, and joint ventures with other companies' assets.

Oversees the analysis of operational and economic data that support new business arrangements.

Coordinates regulatory and legal requirements associated with new business arrangements.

Maintains current information related to gathering, processing and transmission systems in and around New Mexico, including possible synergism with other companies and PNM.

Develops and maintains a positive exposure and relationship with other companies, including producers, gatherers, pipelines, marketers, and end users doing business in the Southwest.

## **MANAGER, ENERGY ANALYSIS AND ACCOUNTING**

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Directs and manages completion of verification, documentation, accounting, reporting, and analysis of all wholesale power marketing transactions. Manages the accounts receivable and accounts payable for receipt and payment of wholesale revenues and expenses for all wholesale transactions, regulatory compliance, project analysis budgeting and maintenance of historical marketing database. Plans, directs, manages, the development, implementation, and modification of new and innovative accounting and reporting systems to adapt to new and changing contractual obligations and operating procedures, which satisfy departmental, Company, inter-utility, SEC, State and Federal requirements, by performing the following duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Manages, plans, directs, and ensures timely and accurate accomplishment of the energy analysis department's key duties.

Oversees proper application of generally accepted accounting principles, FERC Uniform System of Accounts to the books and records of wholesale power marketing.

Provides timely and accurate recommendations of accounting interpretations to management and other individuals within the business unit for decision-making purposes.

Provides formal and informal training for the Energy Analysis Department and other related departments both inside and outside the Company.

Plans, directs, and participates in non-routine, complex analysis for special projects involving coordinating the efforts of associates both inside and outside the department in analysis, calculation reporting, data documentation, and collection.

Represents the department in operating committees with interconnected utilities and with inter-departmental concerns, which relate to wholesale power marketing transactions.

Reviews contractual proposals for feasibility of the Energy Analysis area's implementation and administration, as well as from a regulatory compliance perspective.

Provides regulatory support, including department coordination of interrogatory data requests, contractual and regulatory legal review participation and testimony for the NMPRC and FERC.

## MANAGER, FUEL SUPPLY

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Manages all technical and engineering activities involving fuel supply to PNM's fossil fired generating stations. Oversees fuel resource selection, feasibility and economic studies, and project implementation oversight for new resources. Ensures that the most cost effective fuel resources are secured to establish a competitive position in the western states energy markets for PNM's generation. Responsible and accountable to PNM management and external power plant participants for the success of fuel supply projects whose value will exceed \$1 billion.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Directs engineering for fuel supply projects to completion within schedule, cost, and performance standards and objectives.

Leads the development of innovative solutions to technical and engineering problems encountered by the projects.

Represents PNM's with fuel suppliers, project owners, and governmental agencies.

Presents expert testimony regarding engineering and technical aspects of fuel supply selection criteria and determination.

Directs internal staff and external consultants.

Provides and is responsible for technical and engineering oversight as it relates to negotiation strategies for fuel supply acquisition.

Is a principal member on PNM's fuel supply negotiating team.

## **MANAGER, GAS SYSTEM ADMINISTRATION AND VOLUME SETTLEMENTS**

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Manages the scheduling and settlement of gas receipt and delivery volumes through multiple natural gas pipeline systems. Processes transactions on connected pipeline systems related to the movement of PNM system supply gas and for validating and approving the payment of third party pipeline invoices for such services. Manages the Operator Balancing Agreement imbalance settlement process with multiple pipelines and plant tailgates. Manages the settlement of Transportation imbalances with Shippers on the PNM system, by performing the following duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Performs analyses to determine pipeline daily balance, supply needs, excess supply available for sale to others, and performs allocations of capacity according to all PNM contract provisions and rulings of the Public Regulation Commission of New Mexico, and in coordination with the PNM Gas Control Center and third party pipelines.

Creates complete and accurate records of transactions in the Gas Master information system and in third party pipelines proprietary information systems essential to track and bill all of PNM's volumes.

Monitors and makes recommendations as to the effectiveness and integrity of the data and information systems used to support the scheduling and settlements functions.

Designs and implements new business procedures and information systems required due to regulatory changes and process improvement supported by modifications to the information systems.

Performs analysis, prepares recommendations on regulatory issues and administers relevant regulatory rulings.

Manages the imbalance settlement for all shippers on the PNM system and arranges payment for over-deliveries and invoicing for under-deliveries within deadlines defined under the NMPRC Balancing Rule.

Manages the imbalance under PNM-controlled OBA agreements and issues settlement statements to the connected operator.

Verifies the accuracy of OBA imbalances determined by third party pipelines.

Coordinates the settlement of such imbalances with Gas Control and the other pipeline or approve payment of cash-out as appropriate.

Identifies, investigates, and resolves disputes on measurement data that affects settlements.

Communicates all PNM and interconnected pipeline systems developments that could impact either positively or negatively PNM's ability to perform.

Acts as PNM's front-line in developing and enhancing PNM's relationship with customers, shippers, and third party pipelines and markets.

Meets all required deadlines imposed by PNM and interconnected pipeline systems.

## MANAGER, GAS SUPPLY & SYSTEM PLANNING

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Directs a technically oriented department composed of engineers, planning analysts, and technical aides. The department is responsible for analysis and recommendations regarding the planning and operation of the current and future gas transmission system, gas acquisition strategies, related interstate/intrastate transportation contracts, gathering and storage activities to assure system integrity and optimal utilization of the system assets. This includes defining the characteristics of such future system, and preparing the justification and supporting documentation. Such responsibilities include, but are not limited to, developing short-and long-term strategic and annual gas supply plans and economic justification related to the gas transmission and supply system, evaluating system improvements, analyzing and defining system capacity both on the Company's system and that of surrounding utilities as appropriate, and specifying design and performance criteria for the future transmission and supply system. Supply systems shall include any third party contracts and or systems which are relied on to maintain system integrity and system capability to meet peak day requirements. Responsible for preparing all internal and external justification involving the Company's transmission and supply expansion plans and associated operating data. Such responsibility includes representing the Company with other utilities, government agencies, and private industry along with the preparation, review and presentation of testimony on same as appropriate. Such responsibility will include business lead, testimony and support for PGAC filings and related PRC and FERC regulatory filings.

Directs the tactical planning efforts in developing the gas supply portfolio including short-term and long-term strategic planning for gas acquisitions and the assessment of supply reliability at the lowest reasonable costs. Maintains knowledge of industry gas forecasting techniques and technology.

Provides planning support for Wholesale Power Marketing on gas supply related issues. This includes evaluation of gas supply and interstate pipeline capacity requirements and costs for valuation analyses related to the potential acquisition of gas fired generation assets.

## MANAGER, MARKETING AND FORWARD CONTRACTS

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Manages a group of wholesale marketers who are responsible for maximizing PNM revenues through, negotiating, developing and implementing wholesale power agreements. Procures power supply in the forward market to meet the projected PNM jurisdictional customer load demand; conceptualizes, designs, develops and analyzes new energy products and markets opportunities in coordination with PNM internal support areas and operation of real-time generation and transmission system; identifies and qualifies prospective wholesale power customers, markets PNM wholesale products and services to inter-utility and wholesale electric power entities for the purpose of increasing business unit profitability, by performing the following duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Manages a team of technically skilled marketing professionals responsible for PNM's wholesale power sourcing and activities in the forward market.

Develops and maintains positive exposure and strategic business relationships with other utilities and marketer organizations throughout the interconnected power grid.

Plans, organizes, and budgets the team's resources to meet department, business unit, and Company objectives.

Negotiates, develops, and implements wholesale power contracts and transmission agreements with other utilities, marketer organizations, and energy providers and any required FERC filings associated with the same.

Assesses and evaluates the market for new and existing wholesale energy products.

Develops, promotes, and markets a portfolio of new and existing energy products and services that build business unit profitability.

Performs economic and operational analysis and associated documentation required to support new proposals and business recommendations.

Coordinates efforts with the operation of the PNM bulk power system and other strategic areas within PNM to meet common objectives and corporate goals.

## MANAGER, R-T POWER TRADING

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Supervises the Real-time Power Traders who are in charge of ensuring that PNM's projected electric customer demand is met, around-the-clock, in the most economic and efficient manner while adhering to operating system constraints and industry guidelines. The area of responsibility also includes maximizing PNM revenues through administration of PNM's wholesale power agreements with third parties and the aggressive marketing of wholesale power products and services in the real-time marketplace, by performing the following duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Supports the Real-time Power Traders and the Wholesale Power Marketing team in department objectives to maximize revenues to PNM through the marketing of wholesale power products and services.

Ensures the area's functions are performed in compliance with sound business practices, contractual obligations and established regulatory, industry, and PNM standards.

Ensures coordination of the area's functions with operation of the PNM generation and transmission system and bulk power interconnected network.

Supervises the creation and processing of complete and accurate hourly data necessary to verify and account for all consummated transactions.

Negotiates product, price, quantity, and terms under available agreements to buy, sell, or swap wholesale power and services to regional or national utilities and other market participants.

Establishes the function's operating guidelines and procedures for all wholesale power transactions and newly consummated agreements.

Establishes and maintains positive business relationships with counterparts at regional or national utilities and marketer organizations.

Negotiates the resolution of disputes regarding hourly wholesale power transactions and contract interpretation issues.

Provides review of daily operations to ensure area's objectives are being met and examines ways to improve.

Coordinates with San Juan operations and maintenance areas and operating agent personnel for Four Corners and Palo Verde generating stations to establish and approve maintenance outage periods.

Provides counseling to subordinates addressing motivation, career path, team participation, job performance, salary, attitudes and disciplinary actions.

Plans, organizes, and budgets for the area's resources to meet the outlined goals and objectives.

## MANAGER, S-T POWER TRADING

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Supervises the Power Preschedulers and Preschedule Administrators who analyze the current and forward PNM Bulk Power portfolio in order to develop a resource and operating strategy which will meet load requirements, wholesale contract obligations, and maximize incremental purchase and sale opportunities for next day and through the balance of the month, by performing the following duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Supports the Power Preschedulers, Preschedule Administrators and the Wholesale Power Marketing Team in department objectives to maximize revenues to PNM through the marketing of short-term wholesale power products and services.

Ensures the area's functions are performed in compliance with sound business practices, contractual obligations, and established regulatory, industry and PNM standards.

Ensures coordination of the area's functions with operation of the generation system and bulk power interconnected network.

Supervises the creation and processing of complete and accurate data necessary to verify and account for all consummated transactions.

Negotiates product, price, quantity, and terms under available agreements to buy, sell, or swap wholesale power and services to regional or national utilities and other market participants.

Establishes the function's operating guidelines and procedures for all short-term wholesale power transactions and newly consummated agreements.

Establishes and maintains positive business relationships with counterparts at regional and national utilities and marketer organizations.

Responsible for negotiating the resolution of disputes regarding wholesale power transactions and contract interpretation issues.

Provides review of daily operations to insure area's objectives are being met and examines ways to improve.

Coordinates with San Juan operations and maintenance areas and operating agent personnel for Four Corners and Palo Verde generating stations to establish and approve maintenance outage periods.

Provides counseling to subordinates addressing motivation, career path, team participation, job performance, salary, attitudes and disciplinary actions.

Ensures adequate training of personnel.

Plans, organizes and budgets for the area's resources to meet the outlined goals and objectives.

Administers PNM's employment appraisal and compensation programs.

## **Manager San Juan Generating Station Production**

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

### **SUMMARY:**

The San Juan Plant Manager provides leadership and direction for the maintenance, operations, business services and engineering of San Juan Generating Station in support of all interested owners. The incumbent is responsible for controlling O&M and capital expenses to budget targets while maintaining excellent system performance. Oversees direction of the development and implementation of programs in functional departments consistent with Bulk Power goals, objectives and strategies.

Reporting to the Vice President of Power Production, the incumbent holds a key leadership position at PNM's largest generating station (1800 MW coal fired with extensive pollution control systems). The incumbent needs to be a seasoned operations executive with a strong competitive business background who is responsible for directing plant operations, maintenance, engineering, and technical requirements in a safe, efficient, and cost effective manner.

The incumbent is a department head whose staff includes a diverse group of multi-disciplined technical and non-technical individuals and managers. The incumbent through his direct reports ensures that the primary directives of: ensuring everyone at the plant understands that there is a prime emphasis on day to day operations and maintenance; administers the safety programs; develop and administer operating, and maintenance procedures; administer the preventive and predictive maintenance programs; complies with state and federal environmental regulations, achieves Power Production critical success factors that apply to areas of responsibility; and maintain budget and cost control to insure competitive positioning of the plant. The incumbent is responsible for anticipating and meeting long-term plant needs as well as a focal point in the community.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Responsible for maximizing the utilization of all equipment and/or systems in a productive, efficient, economic and safe manner and within internal policies, procedures, and guidelines, as well as external regulatory requirements. This position is the lead for insuring competitiveness of the station in the open electric-market.

Responsible for the operational availability and technical integrity of the plant and complies with all environmental regulations.

Responsible for the development of personnel in the plant and for implementing appropriate succession plans.

Establishes the direction, manages and delegates managers under direct supervision.

Manages labor and management interface and interaction such that associates are empowered to succeed. Encourages and supports team performance, develops

mutually agreed to measurable goals and implements strategies with managers for success.

Ensure environmental regulations are met while achieving planned costs and reductions. Demonstrates commitment to AA/EEOC and other state and federal regulations and requirements.

Evaluate accountability and productivity to guarantee production based on company growth, expansion and workload.

This position is the key focus for the Four Corners area for community and political relationships. The incumbent focuses on developing relations that respond to the needs of the community, customers, interest owners and employees.

Serves as plant representative for E & O Committee to address broad range issues regarding San Juan Generating Station.

## MANAGER, SJGS TECHNICAL SERVICES

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Supervises department superintendents and administrators; and plans, organizes, leads, and controls the station's engineering, environmental, document control services, project management, work management, predictive maintenance, quality assurance, quality control, and vendor alliance services and activities, by performing the following duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Supplies the materials, tools, capital, and other resources necessary to accomplish the department's goals, objectives, and improvement initiatives.

Determines, develops, and maintains work relationships among the stations various departments, disciplines, and work-groups.

Generates forecasts, environmental, and auxiliary equipment performance curves, upgrade economics, and capital replacement requirements and capabilities.

Establishes one-year and five-year equipment capital improvement, outage project, and engineering project targets.

Sets department goals and objectives that achieve the department's capital improvement, outage, and engineering project targets.

Develops, applies, and meets budgets that support the department's goals and objectives.

Establishes, executes, and achieves work sequences, schedules, milestones, and deadlines.

Develops, enacts, and enforces policies, procedures, programs, and guidelines.

Assesses, adjusts, and controls the work of the department to accomplish the department's goals and objectives.

Determines department availability, reliability, and productivity performance standards.

Establishes methods of measuring, monitoring, and reporting work in progress and completed tasks.

Evaluates work in progress and results achieved against the standards.

Corrects deficient performance improving methods and results.

## MANAGER, TECHNICAL PROJECTS

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Under general supervision, plans, develops, coordinates, and directs all phases, including construction of large multi-departmental technical projects requiring coordination with external organizations and governmental agencies, by performing the following duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Directs projects to completion within schedule, cost, performance objectives, and standards.

Directs detailed and complex projects while minimizing costs and environmental risk.

Leads the development of innovative solutions to technical and engineering problems encountered by the project.

Represents PNM and the project at public hearings and in discussions with government agencies.

Coordinates strategy for the acquisition of the project's regulatory permits and the legal defense thereof.

Directs the compilation of project budgets.

Tracks costs and advises management on project performance.

Delegates assignments among project teams including project goals and schedules.

Directs and oversees the development of project performance standards and criteria.

Promotes awareness and compliance with corporate EEO and loss control policies.

Develops environmental permitting strategies for projects.

Directs internal experts, consultants, and attorneys in the implementation of the environmental permitting strategies for projects.

Represents PNM and the project in meetings with the NM Attorney General's office and the NMPRC.

Informs and advises management on project direction, economic, and legal risk.

Presents expert environmental and project testimony before commissions, regulatory agencies, Federal and State courts.

## **MANAGER, WPM ANALYSIS AND ADMINISTRATION**

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Manages a diverse group composed of Business Analysts, Engineers, and Computer Technicians within PNM's Wholesale Power Marketing Team. Oversees the analytical and business systems support critical to the success of the Wholesale Power marketing Team, by performing the following duties personally or through subordinate supervisors.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Gathers, assimilates, and processes critical trade information for each wholesale market segment (forwards, short-term, and real-time).

Provides analysis and strategic recommendations to the Wholesale Power Marketing Team.

Serves as a single point of contact for all data and analysis requests.

Provides support and analysis in the development of pricing structures for longer-term power transactions.

Develops new analytical methods and identifies and supports the development of new analytical tools.

Coordinates the evaluation, development, and implementation of "best practices" business processes used by the Wholesale Power Marketing Team.

Provides coordination between the Wholesale Power Marketing Team and PNM's Enterprise Solutions Group to ensure problems with business critical systems are adequately and promptly addressed.

Coordinates the introduction of new business systems to address changing business requirements.

Provides key business unit input to the Consolidated Energy Trading System (CETS) development team.

Ensures compliance with contracts governing the sale of wholesale electric power (i.e. WSPP and PNM's Market Based Tariff) and the procurement of natural gas.

Serves as the primary interface between Wholesale Power Marketing and PNM Regulatory and Legal Departments.

Ensures that the Analysis and Administration area's functions are performed in compliance with sound business practices, contractual obligations, and established regulatory, industry, and PNM standards.

Plans, organizes and budgets for the area's resources to meet outlined goals and objectives.

## **LONG TERM POWER MARKETER**

### **Scope of Work**

The Incumbent is, with some supervision, involved in securing and administering long term (longer than approximately two years) large volume (generally larger than 10 MW) power sale contracts with direct access end-use customers and purchase-for-resale customers. The Incumbent will have responsibility to 1) research and develop power marketing plans in terms of geographic regions, timing, pricing and terms; 2) secure long-term contracts to meet stated margin goals within established risk parameters; and 3) administer the power sales contracts. Incumbent will focus power marketing efforts on 1) bilateral contracts with end-use customers in states allowing direct access, 2) standard offer contracts in states allowing such contracts, and 3) with purchase for resale agents such as electric cooperatives and municipals.

### **Essential Functions**

Assessment of a broad range of subjects including electric transmission access, electric markets, and regulatory practices

Development of business relationships, based on trust and mutual respect, with customers, employees, consultants, and trade allies

Development of superior customer relations as a value-added service

Development of marketing strategies to generate new long-term wholesale contracts

As part of a team assists in the negotiation and contract development of long-term power sales transactions

As part of a team assists in the development of creative approaches to customized transactions

Administration of the power sale contracts

Coordination with legal, regulatory, financial, environmental, marketing, engineering, and other appropriate departments within the Company to ensure the success of commercial transactions

Conducts applicable and necessary market analysis and research as needed

## Gas Supply Resource Control Operator

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Under general supervision, coordinates and matches transportation, system supplies and price concession resources with its transportation and system supply markets, off system sales, and plant thermal reduction loads; and acts as control authoring for transmission system, by performing the following duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Coordinates gathering, processing, and transmission outages.

Represents Gas Operations on various intra-company committees.

Acts as the focal point for emergency control.

Assumes responsible charge until supervisory personnel takes responsibility and control.

Controls and matches Gas system production resources to market obligations on a minute-by-minute basis.

Controls the flow of shipper transportation resources moving on Gas pipeline systems to meet nominated volumetric requirements on a minute-by-minute basis.

Verifies all metered quantities that flow through gas system to other pipeline companies to reduce imbalances.

Provides input to and assist Volume Control in marketing excess capacity and energy.

Responds to production and transmission disturbances within established regulatory, industry, and GCNM standards to assure a continuous supply of natural gas to customers.

Documents and communicates all inter-pipeline system developments which could impact (positively or negatively) inter-pipeline relationships or the security, reliability, and safety of the gas supply system.

Develops and maintains an intimate working knowledge of gathering, processing and transmission systems, and the guidelines and procedures associated with their operation and control.

Develops and enhances working relationships with other pipeline companies by representing the Company in the operations area and accepting assignments on various inter-pipeline operating and engineering committees.

## PLANNER, GAS SUPPLY

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Under general supervision, directs the development of studies, analysis, and projections of gas supplies to meet forecasted demands; manages the incorporation of gas supply contract obligations, pricing and operational constraints into the supply plans; defines, develops and implements various planning models; develops various Gas Supply reports as requested; incorporates price forecasts and economic analyses into the Company's gas supply requirements; and directs the development of the monthly and winter tactical supply plans supply requirements analysis, assessment of the long-term strategic needs, by performing the following duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Directs or coordinates the activities of various personnel, to include internal and external computer personnel, marketing personnel, engineering staff members, rates personnel, reservoir engineering personnel, economic analysis personnel, supply purchasers, and outside strategists regarding Gas Supply studies and the tactical and strategic supply planning process.

Design, directs, and ensures implementation of analyses used in managing volumetric contract compliance, tactical and strategic supply planning studies, ensuring operational and contractual balance as well as supply security.

Defines and directs studies of future supply and demand balancing through analysis of supply components such as: wellhead sources, interstate pipelines and spot market sources, and various demand components and the interrelationships between supplies and demands.

Defines and directs planning evaluations, which are required for presentation in contested jurisdictional proceedings and can require the need to testify regarding supply matters.

Recommends adjustments to the supply portfolio, which will serve as guidelines for gas purchasing.

Provides analysis of how changes in the portfolio could affect GCNM's gas cost factor.

Defines the need for computer programs or modifications to existing computer programs to provide ad-hoc gas supply studies.

Defines and directs needed analysis through the use of computer models in the Gas Supply Planning area including the Supply Control Model, GDC Model, the PHB model and other computer models as needed.

Coordinates analysis and technical support for litigation, contract reformation, contract pricing and interrogatories.

Provides monthly spot price projections for acquisitions use in the purchase of gas supplies.

## PRESCHEDULER, POWER

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Analyzes the current and forward resource needs of the PNM Bulk Power System in order to develop a resource operating strategy, which will meet jurisdictional load requirements, wholesale contract obligations and maximize incremental purchase and sale opportunities. Strives to execute the strategy working with counterparts in the regional and national wholesale power market, by performing the following duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Researches and analyzes PNM's current and forward resource requirements, regional and national wholesale power market status and prices, weather forecast information, load patterns, and transmission availability to assess prospective business opportunities.

Develops a forward-looking resource strategy from available data, which is coordinated with real-time operations such as generation, transmission, or marketing to maximize profits while also balancing risk and reliability objectives.

Negotiates product, price, quantity, and terms under available agreements to buy, sell, or swap wholesale power with regional or national utilities and power marketers.

Supports the Wholesale Power Marketing Team by developing leads to expand real-time and intermediate and long-term marketing opportunities.

Establishes tracking mechanisms to properly confirm and document each transaction with regard to real-time control, contract stipulations, billing, and so forth.

Develops and provides real-time pricing data for use in PNM's real-time pricing tariff.

## REPRESENTATIVE, ACQUISITIONS

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Secures the gas supply portfolio for PNMGS's utility customer, negotiates, trades and transports natural gas through many different interstate pipelines, by performing the following duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Develops, implements, and negotiates the securing of a reliable, reasonably priced gas supply contract portfolio sufficient to serve monthly/yearly projected utility customer load demands. (Gas supply contract portfolio includes negotiation of firm baseload long and short-term, flex, peaking, and emergency peaking contracts.)

Procures gas to meet projected customer load demand on a 24-hour, seven day a week basis, keeping abreast of changing market prices and conditions using price quotes on the NYMEX, communication with gas suppliers and marketers, and current weather data.

Meets with Supply Planning and Gas Control Departments to discuss the impact of market prices, weather forecasts, pipeline imbalances, and pipeline constraints that affect the total daily incremental volumes to be purchased.

Executes financial NYMEX trades which hedge risk associated with the gas supply portfolio.

Oversees the review of risk management report of all hedge trades, including identification of the underlying position being hedged.

Reviews reports identifying purchase and sales activity, profit and loss, including long/short position balances and reconciles any difference with Treasury back office.

Monitors NYMEX natural gas market prices on a daily basis to identify and analyze prices for possible hedge position strategies

Manages firm and interruptible interstate transportation contracts, negotiates daily discounted transportation rates at the specific delivery points as the lowest market prices dictate, and requires detailed knowledge and experience of the interstate pipeline nomination procedures, deadlines, capacities, constraint points, and transportation costs.

Negotiates to secure the necessary interstate transportation contracts to optimize revenue for the Company's growth and market goals.

Develops and maintains strong working relationships with dozens of industry counterparts in both the trading and financial arena.

Maximizes revenue earnings through off-system sales margins utilizing PNM, El Paso Natural, Transwestern, and Williams Field Service pipeline facilities and capturing daily market opportunities as they arise.

Aggressively pursues changing market conditions in an effort to capitalize on the largest price differentials between the basins and pipelines.

## REPRESENTATIVE, ACQUISITION CONTRACT

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Under general supervision, supports the role of managing contract relationships by assisting in development of, and participation in, contracts development, processes of resource sales, interconnection arrangements and jointly held resource related activities, by performing the following duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Manages the most complex of gas purchase, gathering, transportation, exchange, processing, and sales contracts.

Determines and supports information system data related to assigned contracts including general contract data, pricing, well and facility information, production related taxes and royalties, division of interest, rates and tariffs, receipt and delivery points, gas balances, and other account activity.

Prepares and reviews reports including gas balance statements, periodic and ad hoc reports from various information systems on the results of gas transactions for internal users, customers, governmental, and other regulatory agencies.

Analyzes, interprets, and provides detailed contract information to a wide variety of users to support decision making, accounting treatments, supply planning, litigation support and other activities.

Consults with and provides direction to field operations, reservoir engineering, gas accounting, strategic and tactical planning, rates and regulatory, and legal affairs regarding contractual obligations.

Leads the negotiations of a broad scope of contract terms with gas suppliers, processors and transporters within parameters established by the Senior Contract Manger.

Acts as the project leader, responsible for coordinating departmental participation in development of major contract modifications, resolution of contract disputes, settlements, and non-litigation.

Represents Contract Management when Gas Acquisitions, Transportation Services and other GMS representatives engage in complex negotiations involving various contract types.

Serves as a focal point for communications directly affecting relationships with other Natural Gas Companies

Manages the relationship and opportunities with other business partners.

Directs the interpretation and application of regulatory policy in support of the Rates, Regulatory, and System Operations Departments.

Participates in the development and negotiation of new contracts with gas suppliers, processors, and transporters.

Handles ongoing customer contact and relationships in coordination with Gas Acquisitions and Settlements personnel.

Assists the Senior Contract Manger in the identification and development of training requirements for support staff.

## REPRESENTATIVE, ON-SYSTEM GAS TRANSPORTATION

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Under general supervision of the On-System Gas Transportation Supervisor, participates in the development of gas transportation activities to meet customers needs through the provision of excellent service, and thereby contributes to the stated company goals of market expansion, revenue growth, and increased throughput, by performing the following duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Administers more complex gas transportation contracts with large or diverse shippers, marketers, and end-users as to existing contract terms, regulatory requirements, and pricing terms.

Maintains close communication and contact with assigned shippers; initiates and responds to inquiries regarding current changes to existing transportation processes.

Reviews and prepares shipper monthly transportation, stand-by, EGS and imbalance charges consistent with PNM's tariffs, rules and contracts, and monitors shipper financial conditions and payment history.

Identifies and develops alternatives to issues relating to transportation policies and procedures within the department and the Company.

Implements activities to promote continued success of transportation programs while ensuring compliance of state and federal laws, rules and regulatory requirements pertaining to transportation.

Analyzes alternative pipeline economics, capital expenditures, and by-pass potential and incremental loads.

Identifies and develops special studies, reports, and analysis to assist in review and monitoring of gas transportation activities.

Drafts standard agreements, prepares both routine and complex amendments and changes to contract exhibits for signature and provides interpretation of existing contract terms and provisions to customers and explains contract obligations and company tariffs.

Receives and processes shippers requests for contract changes, compiles historical data, reviews existing gas rates priority codes for proper classification, and communicates with gas acquisitions for potential impact on system supply purchases.

Generates and processes amendments for signature; coordinates other changes with other departments; and maintains current and accurate files.

Assesses, develops, and expands existing markets; evaluates new markets for on-system transportation within the existing regulatory and operational parameters on both the supply and end-user side of the business including, but not limited to: the addition of end-user loads and converting sales customers to transportation service.

## **Senior Vice President ENERGY RESOURCES**

The Senior Vice President (SVP) of PNM's Energy Resources business unit has managerial responsibility for PNM's Power Production and PNM's wholesale power marketing and sales function, which includes PNM's gas acquisition and off-system sales, electric long-term marketing and electric real-time and short-term merchant function. However, the SVP does not exercise any real-time direction or direct operational control of these functions. Also reporting to the SVP is a Product and Price Assessment Group, a Resource Planning and Technical Analysis area, (both of which provide support for the wholesale marketing function), and a Director of Fuels and Wholesale Market Policy, responsible for directing the Company's fossil fuel management and for representation in wholesale market forums and input into wholesale electric policy issues. Additionally, the Vice President of PNM's Energy Supply and Marketing organization reports to the SVP, and is the individual with managerial responsibility for PNM's gas supply and transportation operations, gas transportation contracts, gas acquisition and off-system sales, wholesale electric power long-term marketing, the electric power real-time and short-term merchant function that trades in the wholesale market, and PNM's generation dispatch function. Finally, PNM's Vice President of Power Production reports to the SVP and has oversight of the operation of all of PNM's generation facilities.

## **SUPERVISOR, ON-SYSTEM GAS TRANSPORTATION**

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Under direct supervision of the Director, Gas Supply and Operations, supervises and coordinates PNM's on-system transportation activities to meet shipper's needs, contributes to Company goals, and ensures compliance with established regulatory and contractual requirements. Oversees the planning and administration of on-system transportation activities through a staff of on-system representatives, by performing the following duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Administers a variety of large, complex on-system transportation contracts in accordance with existing rules, tariffs, and contract requirements.

Amends contracts to add or delete end-users, monitors shipper imbalances and receivables. Interprets and communicates current PNM rules, tariffs, procedures to new shippers, and manages assigned contracts.

Provides direction and supervision to on-system transportation representatives in order to meet assigned goals and targets.

Coordinates the identification, development, and implementation of results focused on-system transportation activities within the department, the Company and to shippers.

Develops and assists in the organization of meetings and seminars to expand on-system transportation efforts and increase communication with prospective end-users.

Coordinates shipper relations activities, surveys, and communications with current prospective shippers.

Identifies, researches issues, and prepared recommendations for changes to existing rules, contracts, and forms.

Prepares exhibits, analysis to support Company positions, drafts testimonies, and testifies in regulatory proceedings before the NMPRC.

Maintains knowledge and awareness of other utility's transportation rules and tariffs in the southwest.

Coordinates the activities of others and works closely with Gas Pricing, PNM legal, and Regulatory Policy to implement changes to current tariffs.

## TRADER, REAL TIME POWER

*The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.*

**SUMMARY:** Ensures that PNM's projected electric customer load demand is met, around-the-clock, in the most economic and efficient manner while adhering to operating system constraints and industry or regulatory guidelines. Maximizes OPN revenues through administration of PNM's wholesale power agreements with third parties and the aggressive marketing of wholesale power products and services in the real-time marketplace, by performing the following duties.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

Projects the total hourly PNM customer demand, including daily system peak.

Procures economic, adequate, reliable resources to serve the PNM customer demand.

Responds to generation outages by urgently procuring alternative economic resources.

Procures economical spinning, operating and ready, system reserve requirements.

Provides power schedule interchange information to the System Operator for use in Control Area administration.

Negotiates product, price, quantity, terms, etc., under available agreements to buy, sell, or swap wholesale power with regional, national utilities, and other power marketing entities.

Supports the Wholesale Power Marketing Team by developing leads to expand pre-scheduling, intermediate, and long-term market opportunities.

Establishes and maintains positive business relationships with counterparts at regional or national utilities and marketer organizations.

Establishes and maintains tracking mechanisms to properly confirm and document billings, etc.

Resolves interchange scheduling and pricing disputes with utility and power marketing entity counterparts.

Administers PNM's wholesale power contracts.

Secures transmission paths as necessary for power purchase and sale activities.

## **Vice President Energy Supply and Marketing**

The Vice President (VP) of PNM's Energy Supply and Marketing organization has managerial oversight of PNM's gas supply and transportation operations, gas transportation contracts, gas acquisition and off-system sales, the wholesale electric power long-term market effort, and the electric power real-time and short-term merchant function that trades in the wholesale market. The VP also has functional responsibility for PNM's generation dispatch function.

## **VICE PRESIDENT, POWER PRODUCTION**

The Vice President (VP) of Power Production has oversight of the operations of all of PNM's generation facilities. PNM owns gas-fired generating facilities near Albuquerque, Lordsburg, Las Vegas, and Las Cruces, New Mexico. PNM also owns partial interest in two separate coal-fired facilities in northwestern New Mexico and a portion of the Palo Verde Nuclear Generating Station near Phoenix, Arizona. PNM serves as the Operating Agent for the San Juan Generating Station (coal-fired facility) in northwestern New Mexico.