About Potentia

Potentia Renewables Inc. ("PRI") is an independent power producer ("IPP") focused on developing, owning and operating rooftop solar installations, utility scale ground mount solar and wind energy facilities across the Americas. PRI currently has a portfolio of approximately 200 MW of operating or contracted solar energy projects, as well as more than 500 MW of wind projects under contract throughout Canada, with a growing development pipeline. PRI is headquartered in Toronto, Ontario.

Position Title

Analyst, Operations

Location

Toronto, Ontario

Reporting Relationships

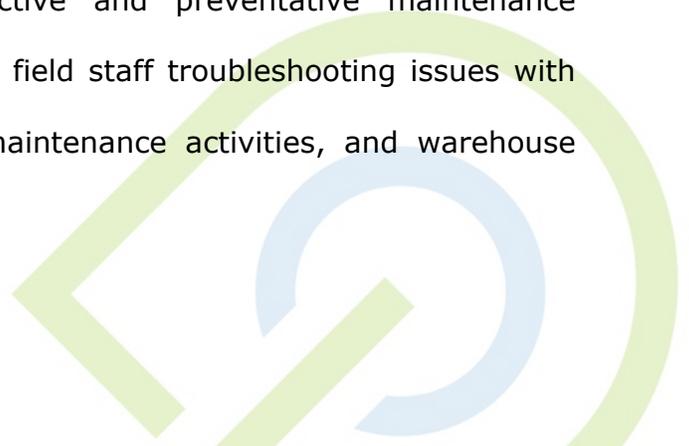As part of Potentia's Operations team, this position reports directly to Analytics Manager.

Accountabilities and Key Functions

The position requires an individual with a technical and data analytic background who has knowledge of operating state-of-the-art solar and wind energy systems. You will be responsible for supporting the Operations department achieve internal KPI targets while ensuring that all operational activities are coordinated effectively with all stakeholders.

As a highly motivated individual with very good organization, technical, and communication skills, you will work with a team of professionals. The "ideal" candidate will come from a power generation background and bring with them technical and organizational expertise that can be built upon within Potentia.

Key Functions include:

- Monitor real-time site condition, asset performance and outage alarms,
- Dispatch, coordinate, and audit corrective and preventative maintenance activities,
- Provide technical and analytic support to field staff troubleshooting issues with site equipment,
- Track and report outage information, maintenance activities, and warehouse inventory,

- Create and delivery operational reports for both internal and external stakeholders,
- Support the implementation of process, data, and report automation,
- Manage equipment RMAs and replacements between OEMs, landlords, warehouse, and O&M contractors,
- Assist in root cause investigations of equipment failures and system under-performance,
- Ad Hoc analysis and other tasks as requested.

Knowledge, Skills & Abilities

- Technical expertise, good working knowledge and understanding of operations, maintenance and electrical systems, applicable to wind and solar power technology,
- Strong analytical and problem-solving skills with ability to translate data into meaningful results, summarize findings and recommend solutions,
- Extensive knowledge and experience with Microsoft Excel, SQL, database application,
- Knowledge of networking, communication, and data acquisition equipment,
- Experience with programming language like Visual Basic, Python and R is an asset,
- Detail oriented with the ability to handle multiple projects simultaneously,
- Ability to operate efficiently and seamlessly in a cross-functional environment,
- Excellent interpersonal and communication skills, both written and verbal,
- Have a self-motivated, organized, precise, and thorough work ethic.

Minimum Qualifications

- Bachelor's degree required, with a distinction in engineering, science, mathematics or related field
- **2** years of working experience in the energy industry or related field.

Deadline
Applications will be accepted until a qualified pool is received.

How to Apply
Email your application to hr@potentiarenewables.com.