

# Indiana Utility Regulatory Commission



## Staffing Process of the IURC

Joe Sutherland, Chief Operating Officer

&

Nancy Manley, Director of Operations

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## Overview



- Employ 70-75 full/part-time staff
- Experience includes legal, technical, and administrative
- Staff needs to be flexible to adapt to changing priorities

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# Hiring Process



- Position Available
    - Created or Vacated Opening
    - Is Special Authorization Needed?
  
  - Targeted Advertisement
    - Local Newspaper
    - Trade Publication
    - Colleges & Universities
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- Review Resumes
    - Division Director(s)
    - Human Resources
    - Chief Operating Officer
    - Chairman
  
  - Compare qualifications with:
    - Required degree(s)
    - Technical skills
    - Work experience
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- Set-up interviews
  - 2 Round Process
  - Select Candidate
  - Conduct reference checks
  - Offer Job
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## **Employed with the IURC**

- Job Descriptions
  - Set Standards
  - Skill Sets
  - Performance Appraisals
  - Continuous Communication
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