



Renville-Sibley Cooperative: Seeking Cooperative Support Position

Renville-Sibley Cooperative Power Association (RSCPA) is an electric power distribution cooperative nestled in the picturesque region of western Minnesota, approximately 2 hours southwest of the Minneapolis metro area, near the towns of Danube, Renville, and Olivia. With a proud commitment to serving just under 1,900 member/owner accounts primarily within Renville County, we stand as an integral part of our local community.

Responsibilities:

We are seeking an adept professional to join our team in providing exceptional support to members and cooperative employees. Duties include, but are not limited to, assisting with member support, accounting clerk duties, payment and rebate processing, operations assistance relating to inventory, metering data and responsible for entering and maintaining outage data records. Responsibilities include proactive error resolution, anticipating member questions and concerns, and leveraging technology to streamline processes.

Requirements:

- Minimum of an associate degree in math, science, technology, business or related discipline.
- Data analysis, streamlining processes, and problem-solving skills
- Proficiency in using computer software and systems, with the ability to learn new technologies quickly.
- Self-starter with a high level of initiative
- Excellent communication skills, both written and verbal, with the ability to interact professionally with members and colleagues.
- Ability to thrive in a small office environment with limited opportunities for career advancement.
- Familiarity with electric distribution system metering, materials, staking, and work orders helpful but not required.

Flexibility in Employment:

At RSCPA, we prioritize work-life balance. We will consider candidates interested in working an average of 24 hours to 36 hours per week. This position will qualify for a benefits package, including PTO and participation in our 401k and medical programs. Hourly wage ranges between \$24 to \$27 per hour.

Application Process:

Please email application, resume, and cover letter hr@rscpa.coop or mail to:

Renville-Sibley Cooperative Power Association
Attn: Human Resources
PO Box 68
Danube, MN 56230

RSCPA is an Equal Opportunity Employer.