



**Maryland**  
Energy  
Administration

Larry Hogan, Governor  
Boyd K. Rutherford, Lt. Governor  
Mary Beth Tung, Director

## ENERGY POLICY INTERNSHIP -- DATA ANALYST

Join the Maryland Energy Administration (MEA) as we transform energy for the State of Maryland. This position will have an opportunity to work on the cutting edge of shaping and implementing Maryland's energy policies to help the State become more competitive, innovative, and affordable. We are looking for the best and the brightest individuals to join the team to make Maryland one of the nation's leaders in affordable, reliable, and cleaner energy.

**Responsibilities:** The Energy Policy Intern -- Data Analyst will manage the State's energy information and will specialize in data processing, analysis, and visualization. The position will work closely with members of the policy team to derive insights using data from the State's Public Service Commission, public utilities, PJM, EIA, and other State agencies to design, administer, manage, and track the performance of energy programs and state policies. This role will focus on the State's policy environment as well as other internal and public reporting responsibilities including the following tasks:

- Work with MEA policy and programmatic staff to compile, analyze, visualize, and present data related to state energy usage and program performance information.
- Research and analyze the impacts of Maryland energy policies as well as potential impacts of various policies.
- Produce data visualizations of the state's energy programs, including interactive energy mapping; real time and historical cost/benefit analyses; and analysis of trends and seasonality issues.
- Create dashboards where necessary.
- Interpret, analyze, and visualize utility data and engage with stakeholders regarding energy programs.
- Assist other MEA staff and initiatives as necessary.

**Qualifications:** Candidates should be pursuing a bachelor's degree in economics, statistics, computer science, or another data-related field requiring similar quantitative skills. An existing bachelor's degree and/or pursuit of a master's degree in a similar field is preferred. Econometrics experience is a bonus. Course work or prior experience may

also be considered in lieu of a degree. Excellent presentation, writing, and analytical skills are preferred. Successful candidates will have:

- Experience and/or educational background in data and analytics;
- A thorough understanding of open source data analysis software such as R or Python;
- Expertise in Tableau;
- Advanced command of MS Office applications, especially Excel;
- Demonstrated use of any other commercial or open source data visualization platforms;
- Excellent written and oral skills, able to meet deadlines, and work well with both internal staff and external parties;
- Experience and comfort with occasionally meeting and interacting with business and government officials; and,
- Analytical expertise and experience demonstrating an understanding of energy systems is a bonus.

**To Apply:** Send a cover letter, resume, writing sample, and salary requirements by email with “Energy Policy Internship – Data Analysis” in the subject line to [Jobs.MEA@maryland.gov](mailto:Jobs.MEA@maryland.gov). Candidates will receive notification of receipt; however, only the top candidates will be invited to interview for the position.

**Salary:** This is a part-time or full-time contractual internship position and receives a stipend during the course of employment. As a Maryland contractual position, this position does not accrue full benefits.