



DISTRICT OF COLUMBIA SUSTAINABLE ENERGY UTILITY

## **ENERGY CONSULTANT**

(SALARY UP TO \$85K)

The District of Columbia Sustainable Energy Utility (DC SEU) was created to design, develop, and deliver energy efficiency and renewable energy services to District households, businesses, and institutions.

### **Job Summary**

The Energy Consultant identifies, advocates for and advises on energy efficiency improvements in new construction and existing commercial and institutional buildings and facilities. The Energy Consultant also participates in the development and delivery of market based services to maximize the penetration of cost effective energy efficiency in business markets while contributing to a mission-driven, creative, enjoyable and stimulating work environment.

### **Essential Functions**

1. Works with wide range of customers, including business owners, architects, engineers, vendors, trade allies and other relevant players to promote the installation of cost-effective efficiency improvements in customers' future and existing buildings/facilities and to creatively overcome barriers to installation in accordance with DC SEU's strategic plans. Excels at maintaining customer relationships and utilizes investigative questioning to successfully determine how best to proceed with a variety of customers, including high profile and/or account managed customers.
2. Provides appropriate levels of technical support that increase participation in energy efficiency services. Performs basic energy and financial analyses, analyzes fuel and utility bills, estimates savings and costs, screens measures and provides technical assistance and upgrade recommendations for customers. Performs and presents insightful and strategically targeted custom energy and financial analysis reflecting identified unique business knowledge for customers for who long term business relationship is critical to realizing full savings potential including but not necessarily limited to, account managed customers. Educates customers, contractors, and design professionals as needed.
3. Plays an active role in identifying innovative technical solutions and applies that knowledge in work with customers regarding new technical products, process improvements, and substantial technological opportunities and occasionally presents to staff about these.
4. Excels at building and maintaining relationships with customer decision makers and implementation staff to develop project energy savings goals in a manner that leads to consistent repeat business. Determine, present, and negotiate the appropriate rebates. Manages customer expectations and capably persuades customers to make investments in energy efficiency.
5. Works with customers to identify and prioritize site-specific project needs and opportunities, develop customer relationships, manage customer expectations and inspect installed measures. Consistently collaborates with several long-term customers to incorporate opportunities into customer's planning process.

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6. Supports and collaborates with other DC SEU staff to deliver market-based services. For example: supporting business developments efforts, assist with development of training for clients and internal staff, researching new products, technologies, and identifying and implementing improvements to our processes and approaches.
7. Maintains accurate and timely project records and documentation within DC SEU's database system and in hard copy files.
8. Provides and models exemplary customer service both internally and externally to the organization.
9. May provide guidance to less experienced Engineering Staff.
10. Delivers and assists with improving technical results and has responsibilities below which includes but is not limited to the following areas:
  - a. Provides consulting services pertaining to equipment and facility energy use for commercial and institutional customers. Services include customer-specific energy and financial analysis, site inspections, building and systems diagnostics, and oral and written feedback and recommendations;
  - b. Provides training, field mentoring for less-experienced DC SEU staff, and guidance to customers and relevant market actors in accordance with energy efficiency service protocols and approaches;
  - c. Partners with general contractors, manufacturing representatives and design professionals to promote and implement energy efficiency measures that encourages future participation in DC SEU services;
  - d. Provides public presentations relating to commercial and institutional building and facility energy efficiency to various audiences;
  - e. Assists customers to develop project specifications, solicit contractor submittals, evaluate proposals, and participate in pre-bid meetings for projects moderate in size and complexity as appropriate;
  - f. Reviews other Energy Consultant savings calculations and authorizes incentives following established protocols;
  - g. Performs on-site inspections which may include measuring dimensions of building components, verification of installed heating, cooling, and/or ventilation systems, diagnostic testing and collecting and recording data; Analyzes building energy efficiency levels using energy rating or other modeling software or through other accepted tools and provides reports and documents as well as oral and written recommendations to customers.

## **Requirements**

1. Strong personal commitment to the mission, vision, goals and values of VEIC and the DC SEU.
2. BS degree in mechanical, electrical or related engineering field plus a minimum of five years' experience analyzing commercial or institutional energy use, identifying opportunities for energy improvements, and assisting customers or a combination of education and experience from which comparable knowledge and skills were acquired.
3. Strong understanding of buildings, facilities and/or manufacturing systems, building energy use, building construction, and energy analysis techniques. Experience with large-scale commercial/institutional a plus.
4. Demonstrated and applied understanding of negotiations skills, financial analysis and business strategies.
5. Demonstrated success in handling multiple, concurrent projects as it relates to project management, construction management and building long-term customer relationships.

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6. Experienced with mobile PC applications and tablet computer use, building energy-modeling tools, spreadsheet, word processing and database software.
7. Knowledge of relevant codes and standards and demonstrated leadership internally and externally in at least one significant area of technical and/or financial expertise.
8. Strong interpersonal skills and competent written and oral communications skills and ability to apply them within a team environment.
9. Demonstrated ability to be organized, detail-oriented, accurate, and able to track progress to ensure timely involvement in multiple projects of moderate size and complexity and associated tasks and competing priorities in a dynamic and fast paced environment.
10. Willingly and positively adapts to new situations, processes and innovation; ability to adapt style to meet the needs of individuals and/or the organization.
11. Must be able to work independently and use sound decision making practices while maintaining high-level organizational goals.

## **Working Environment**

**Internal-** Work is normally performed in climate controlled office environment, where exposure to conditions of extreme heat/cold, poor ventilation, fumes and gases is very limited. Noise level is moderate and includes sounds of normal office equipment (computers, telephones, etc.). No known environmental hazards are encountered in normal performance of internal job duties.

**External-** Work requires moderate to extensive travel (2 – 4 days per week) throughout the District to visit sites where efficiency measures are possible, proposed or installed. Very limited travel outside of the state is required. Site visits may include entry into existing residential and light commercial buildings or construction sites. Site visits may involve examination of mechanical or electrical systems and/or processes, as well as building components.

Moderate exposure to heat/cold, poor ventilation, building material and finishing product off-gases and particulates (fiberglass fibers and sheet-rock dust). Limited exposure to other air-borne contaminants such as mold spores. Dust masks are provided for tasks that may result in particulate exposure.

Noise level is moderate and includes sounds of diagnostic equipment, and may include building construction noises (hammering, air compressors, and heavy equipment such as tractors and forklifts.)

Known environmental hazards may be encountered including suspected asbestos containing insulation. Disturbance and handling of such material is not required and appropriate precautions and training is made per OSHA guidelines.

RESIDENTS OF THE DISTRICT OF COLUMBIA ARE ENCOURAGED TO APPLY.

**To apply, please submit resume to: [resume@polihire.com](mailto:resume@polihire.com)**

The Sustainable Energy Utility – An Equal Opportunity Employer