

DESCRIPTION: This is technical work involved in implementing commercial and industrial measures under the state energy conservation programs. Energy management assistance is provided to owners of eligible facilities. Employees in this class work under general supervision conducting on-site energy efficiency audits; performs related work as required.

EXAMPLES OF WORK: (A position may not be assigned all the duties listed, nor do the listed examples include all the duties that may be assigned.)

Contacts owners or managers of eligible facilities to schedule on-site energy audits.

Conducts on-site energy audits of eligible facilities to evaluate structural energy efficiency and utilization.

Prepares professional reports, on the basis of on-site inspections, to provide a structural analysis and specific recommendations for energy use improvement.

Gathers and analyzes data pertinent to the monitoring and evaluation of energy programs.

Performs technical reviews and assists in preparing grant applications for state and federal energy conservation programs.

Assists clients in energy management by preparing comprehensive plans and assisting in the monitoring of a facility's energy use.

Contacts private firms, citizen groups and individuals to encourage participation in energy conservation programs.

Assists the Division Chief in implementing commercial and industrial energy conservation services and projects, and solar inquiries.

Monitors and assists Community Action Agencies contracted to the Nebraska Energy Office through the low income weatherization program; monitors financial records and on-site inspection of jobs completed; assists in solving problems regarding special weatherization situations and also the regulatory processes of the program.

Provides energy management assistance to persons in the private and commercial sectors for all types of energy related problems, such as wind energy, solar energy, insulation, and various heating, cooling and conservation systems.

Appears before groups to disseminate information on energy conservation through distribution of literature, preparation of displays, public speaking and answering questions.

Participates in workshops, seminars and other gatherings to promote energy conservation.

Acts as liaison between the Nebraska Energy Office and various local agencies and private and commercial facilities.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED: (These are needed to perform the work assigned.)

Knowledge of: building types and their energy using systems; commercial design and mechanical operations; data collection, analysis, organization and report preparation processes; energy issues and trends; state and federal regulations pertaining to energy conservation programs; energy conservation concepts; technical and engineering processes.

Ability to: communicate effectively, both orally and in writing; work with a variety of people with diverse interests and backgrounds; present new ideas and observations to a variety of people in an easily understood manner; work effectively with intergovernmental agencies, utility companies, and other organizations; assemble and analyze large quantities of data, prepare professional reports and present information effectively; analyze situations individually and organize information to reach and make appropriate decisions; plan, conduct and evaluate workshops.

Skill in: carrying out research projects through completion; mathematical and statistical functions; technical writing and public relations; record keeping and organizing information.

MINIMUM QUALIFICATIONS: (Applicants will be screened for possession of these qualifications. Applicants who need assistance in the selection process should request this in advance.)

High school education or equivalent plus two years experience in construction, engineering, architecture, or related field. Coursework or training in an energy related field may substitute for experience.

SPECIAL NOTE:

State agencies are responsible to evaluate each of their positions to determine the overtime eligibility status as required by the Fair Labor Standards Act (FLSA).