

ENERGY AUDITOR – SAMPLE POSITION DESCRIPTION

Summary:

Energy Auditors facilitate participation of building owners, home owners and developers in conservation programs and act as liaison with the contracting community. Employees in this position conduct audits of residential, commercial or industrial facilities to identify energy conservation measures and their associated savings potential, determine clients' eligibility to participate. Energy Auditors also inspect and approve installation of materials.

The size of the facilities being audited and the complexity of the energy-using systems in a facility distinguish levels of Energy Auditors. In addition, the Energy Auditor is expected to independently perform the full range of auditing activities and duties and may be involved in reviewing compliance the local energy code. Auditors possess knowledge of HVAC, lighting, and electrical systems, and the interrelationships between such systems. Knowledge of procedures and requirements for program eligibility is required, as well as the ability to specify appropriate energy conservation measures and to calculate and quantify the impacts of such measures on facility energy use.

Examples of Work:

- Explains advantages of energy conservation to prospective participants regarding the cost effectiveness and savings potential in program participation.
- Gathers information to determine energy use, energy loss, and potential energy savings in complex commercial/industrial facilities.
- Creates computer simulations of building systems; researches energy conservation opportunities for individual firms; determines cost-benefit elements of implementation plans; prepares written energy audit reports; presents findings and proposed energy management program to business executives.
- Reviews plans for new construction and recommends energy-efficient methods; conducts seminars on energy management practices and procedures for the business community; may serve as a technical resource to code committees or other technical working groups as appropriate.
- Reviews and negotiates cost estimates and cost proposals prepared by contractors and consulting engineering firms.
- Prepares specifications for installation of energy conservation measures.
- Inspects installation of energy conservation measures in complex commercial/industrial facilities for compliance with engineering standards, technical requirements, and specifications.
- Determines eligibility to participate in conservation programs.
- Coaches less experienced energy staff in preparing Energy Auditing Reports.
- Performs other related duties of a comparable level/type as assigned.

Work Environment/Physical Demands:

Most work is performed in a normal work or office environment. Work entails visiting residential, commercial and industrial customers and touring their facilities to identify energy conservation opportunities.

Minimum Qualifications:

Baccalaureate degree in Energy Management, Engineering, Architecture or a related discipline and two years experience in professional commercial or industrial energy management analysis (Other combinations of education, training and experience will be evaluated on an individual basis for comparability).

Licensing and Other Requirements:

Current driver's license or evidence of equivalent mobility.