

Mechanical Engineer I



Job Code
P011

Job Function
SCIENCES & ENGINEERING

Job Family
ENGINEERING

Job Sub Family
MECHANICAL ENGINEERING

Career Grouping
PROFESSIONAL

Job Level
P1

FLSA Status
Exempt

Job Summary

Responsible for the development, implementation and evaluation of energy programs and technical support for meeting the energy efficiency, conservation, renewable energy and distributed energy resource objectives of Utilities Energy Services division.

Essential Duties and Responsibilities

- Plan for new, or revisions to existing, energy services programs. Contribute to project management, engineering analysis and development of program materials.
- Manage and oversee the technical and programmatic implementation of complex energy services programs, requiring coordination with the Energy Services team and other interdepartmental stakeholders.
- Provide technical analysis related to the development and evaluation of energy programs.
- Develop the necessary documents for procurement, contracting and oversight of third party vendors related to energy program implementation.
- Approve financial transactions related to implementation of energy programs.
- Maintain knowledge of industry standards as they apply to administration and implementation of Utilities programs.
- Develop reports related to technical and programmatic performance of energy programs.
- Verify customer energy project compliance with program standards
- Provides direction to customers regarding energy decisions and alternatives, via telephone, email and face-to-face meetings.
- Communicate applicability of energy programs to customers.
- Gather, analyze and interpret site and aggregated utility data, and effectively communicate complex utility rate structures to customers
- Perform on-site energy audits of residential, commercial and industrial facilities.

- Prepare reports and deliver presentations for customers and stakeholders related to improving efficiency and related participation in energy programs.
- Develop and provide oversight of related contractor training.
- Generate and revise calculation tools to improve the accuracy and/or efficiency of energy programs.
- Support the Energy Services team in staffing customer education and outreach events.
- Professional development. This involves reading publications, accessing web sites, and attending or presenting at seminars and conferences.
- Educates and trains citizens and professionals by preparing written materials and making presentations on energy efficient services programs.

This job description is a living document and may not be all-inclusive. Employees are responsible for all other duties as assigned. Employees must be able to perform the essential duties of this job with or without a reasonable accommodation.

Management Responsibilities

No

Required Knowledge Skills and Abilities

- Knowledge of engineering practices and principles.
- Skilled in the use of computer tools, including word processing, spreadsheet and database applications.
- Strong verbal and written communication skills.

- Ability to communicate to technical information to non-technical audiences.
- Knowledge of energy efficiency and conservation.
- Knowledge of building energy systems.
- Ability to conduct research using reports, journals, and other sources of information.
- Ability to perform statistical analysis.
- Ability to apply advance mathematical concepts.
- Ability to write clear, complete and accurate reports.
- Ability to present clearly to both large and small groups.
- Planning and organizing skills; ability to manage projects and consultants; long-term project planning over multiple budget cycles.
- Ability to collect data through experimentation and direct measurement.
- Ability to establish and maintain effective working relationships with internal and external customers.
- Ability to perform commercial and residential energy audits.
- Ability to work effectively on teams.

Required Education and Experience

Minimum/Preferred	Education Level	Description
Minimum	College degree or equivalent work experience. Some positions may require functionally related certification or advanced degrees	Bachelor's degree in Engineering or related field from an accredited college or university

One (1) to three (3) years experience.

Required Certifications/Licenses/Specialized Training

Physical Demands

Physical Demand	Amount of Time Required
Walk, move, or traverse	0-33%
Stand or be stationary	34-66%
Sit or be stationary	67-100%

Use of hands and/or fingers or other mechanism to handle, move, feel, inspect, etc.	34-66%
Reach or position self to access	N/A
Climb or balance, ascend/descend, work atop	N/A
Stoop, kneel, crouch, crawl, or position self to access items at low elevation/on the ground/underneath other things/inside things	0-33%
Talk/hear, converse, communicate, or exchange information	67-100%
Taste or smell, distinguish or determine flavors or smells	N/A
Turn/twist or move self or things from one place to another beside or behind the other	0-33%
Bend or position self to move items from higher place to lower place or vice versa	0-33%
Throw items or move them from place to place	N/A
See or view very near or very far	0-33%
Depth perception, distinguishing between varying depths	N/A
Color vision, distinguishing between colors	N/A
Lift, carry, move, or position up to 10 lbs.	34-66%
Lift, carry, move, or position 11-25 lbs.	N/A
Lift, carry, move, or position 26-50 lbs.	
Lift, carry, move, or position 51-100 lbs.	N/A
Lift, carry, move, or position 100+ lbs.	N/A
Environmental Condition	Amount of Time Exposed
Wet or humid conditions (non-weather)	N/A
Work near moving mechanical parts	N/A
Work in high, precarious places	
Fumes or airborne particles	N/A
Toxic or caustic chemicals	N/A
Outdoor weather conditions	0-33%
Extreme cold (non-weather)	N/A
Extreme heat (non-weather)	N/A
Risk of electrical shock	N/A
Work with explosives	N/A
Risk of radiation	N/A
Vibration	N/A
Quiet work environment	34-66%
Moderate noise environment	67-100%
Loud environment	N/A
Extremely loud environment	N/A
Confined spaces	N/A
Exposure to defensive/offensive weapons	N/A

Travel Requirements

Local / Driving Travel Requirements:
Distance / Air Travel Requirements:

Safety Sensitive Position

Safety Sensitive
Is this a safety sensitive position?:

Background Check Requirements

Personal Background Check: No
Financial / Credit Check: No
Motor Vehicle Record: No