

Building Energy Modeling (BEM) Manager

BEM · Fairfax, Virginia

WHO ARE WE?

PEG, LLC is in its twenty-fourth year being a diverse energy efficiency, engineering, environmental and management consulting firm operating principally in the Eastern and Central United States.

As a leader in Home Energy Ratings, a winner of multiple Energy Star Awards, and a standout in the construction industry as a Female-Lead company, PEG has provided Home Energy Ratings for over 100,000 homes. We strive to continually improve building energy efficiency and therefore, the quality of homes and life in the communities that we service.

Please visit our website at www.pegenv.com to learn more about PEG!

WHO ARE YOU?

This position is directly responsible for providing leadership and support to the Building Energy Modeling (BEM) Department, ensuring deliverables are being met and quality work is being presented. A qualified candidate will be experienced in providing a comprehensive summary of the energy efficiency of a home by using energy software to model energy usage of various residential building types, interpreting various building energy documents, and understanding.

Excellent communication skills with not only the PEG Team but also PEG clients in a respectful manner is a must. As a representative of PEG, the ideal candidate must be presentable, organized, self-motivated, detail oriented, and dependable.

THE ROLE

Job Location:

This position is based in our main office in Fairfax, VA.

Essential Functions:

- Serve as Designated Trainer for Energy Analysts within the Rebates Department
- Lead the BEM Residential & BEM Rebate Division Analysts under Rebates and Non-Rebates and manage their deliverables to ensure deadlines are met
- Responsible for Weekly QA (Quality Assurance) Review to ensure technical accuracy and code compliance for Ekotrope/RemRate Files including 10% required QA per RESNET Guidelines
- Responsible for completing any additional reporting as requested by PEG Management including Weekly and Monthly Reports
- Manage the processing of the EPACK 45L Tax Credit Data Reporting (Monthly, Quarterly, Yearly)

- Ensure that the Pass/Fail Data is updated consistently and square footage requests for NVR are completed in a timely manner
- Process pass adjustments for EnergyStar/HERS as needed
- Act as a liaison between BEM Rebates, BEM Residential, and the Rebates Submittal Team
- Organize scope into major categories to outline deliverables and milestones
- Determine primary timetable for deliverables
- Modify critical paths based on prevailing conditions
- Develop workarounds to overcome obstacles in the critical path
- Integrate, review, and validate critical relationships with primary parties
- Receive and understand client constraints
- Manage and control all data through Excel and Share-Point

Education/Experience:

- B.S. in Engineering, Architecture, Environmental Science, or related field is required
- Experience with Residential Construction, Energy Efficiency Building Codes, and Building Science is required
- 1 year + of energy modeling software such as Ekotrope, REMrate, Google Sketchup is required
- Familiarity with Building Science Concepts such as Thermal Enclosure, Building Envelope Leakage Testing, and Duct Leakage Testing
- 3 years + of supervisory experience is preferred

Additional Requirements:

- Must be able to read, write, and comprehend technical instructions enough to be able to convey technical information in plain language
- Must have excellent verbal/written communication skills and effective interpersonal skills
- Expert ability to effectively communicate with other disciplines or groups and resolve conflicts
- Must be organized, self-motivated, enthusiastic, and dependable
- Must have excellent reporting skills, attention to detail, deadline-oriented, data entry management, and time management skills
- Must have strong software skills with Microsoft Word, Excel, and PowerPoint

Rewards and Benefits

PEG LLC offers a comprehensive, total rewards package that includes competitive compensation and a flexible benefits package that reflects our commitment to creating a diverse and supportive workplace.

Benefits include: • Medical, Rx, Dental & Vision Insurance • 2 Weeks PTO & Company Paid Holidays • 401(k) Retirement Plan • Basic Life & Supplemental Life • Short-Term & Long-Term Disability • Tuition Reimbursement, Personal Development & Learning Opportunities • Corporate Sponsored Events •

PEG LLC is an Equal Employment Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, national origin, ancestry, citizenship status, military status, protected veteran status, religion, creed, physical or mental disability, medical condition, marital status, sex, sexual orientation, gender, gender identity or expression, age, genetic information, or any other basis protected by law, ordinance, or regulation.