

Job Title	Energy Project Manager or Associate Energy Project Manager,
PVN ID	VA-2105-004015
Category	Managerial and Professional
Location	OFFICE OF SR. UNIV DEAN FOR ACADEMIC AFFAIRS
Department	CUNY Building Performance Lab
Status	Full Time
Annual Salary	\$65,504.00 - \$85,000.00
Hour(s) a Week	35
Closing Date	Dec 31, 2021 (Or Until Filled)

General Description

Through its partnership with the City of New York, CUNY's Building Performance Laboratory is hiring qualified energy management professionals to serve as on-site consultants and fill critical staffing capacity needs at the Department of Citywide Administrative Services' ("DCAS") Division of Energy Management ("DEM").

For background, DEM serves as the hub for energy management for City government operations. DEM develops the City's annual Heat, Light, and Power Budget; manages the City's electricity, natural gas, and steam accounts; helps their agency partners identify and pursue energy-saving opportunities; does energy efficiency and clean power generation projects across the City's portfolio; and implements operations and maintenance best practices. Specifically, DEM is tasked with leading the City's efforts to reduce emissions from City government operations 40 percent by 2025, 50 percent by 2030, and 80 percent by 2050 from baseline.

For this specific role, on behalf of DEM, CUNY BPL seeks two (2) Energy Project Managers or Associate Project Managers to serve within DEM's Operations Unit and support the Accelerated Conservation and Efficiency ("ACE") Program. Under the direction of the Director and Program Manager, the Energy Project Managers or Associate Energy Project Managers will work with agencies to support and oversee energy project implementation, including performing project scope and technical review, field verification, and project close-out.

Other Duties

Under this assignment, the person's responsibilities may include the following:

- Performing project management for a portfolio of projects.
- Performing site visits to confirm that projects are being delivered as scoped and reported.
- Performing project close-out activities, including reconciling final project documents against approved proposals.
- Ensuring projects comply with emission reduction objectives and measurement and verification protocols.
- Providing overall support to the unit and division.

Qualifications

The ideal candidate will bring the following skills and experience to this position:

- A bachelor's degree in engineering, architecture, energy management, construction project management, or a related field.
- Familiarity with technical project management operations, including project planning, scope development, design and construction management, operations transfer, and project close-out.
- Experience with energy efficiency retrofit projects.
- Commitment to customer service and capability to manage multiple responsibilities simultaneously.
- Knowledge of and experience with ASHRAE or AEE procedures for Commercial Building Energy Audits.
- Experience in options analysis and recommendation.
- Knowledge of energy savings calculation and emissions calculation methodologies.
- Strong written and verbal communication skills.
- Proficient computer skills.
- Possession of a motor vehicle driver license valid in the State of New York.

NYC residency may be required for continued employment

Immigration sponsorship is not available