
Auburn University Job Description

Job Title:	Energy Engineer	Level I	Grade 32 \$35,000 - \$58,400
Job Code:	JA09	Level II	Grade 33 \$39,300 - \$65,500
FLSA status:	Exempt	Level III	Grade 34 \$45,100 - \$75,100
		Level IV	Grade 35 \$51,900 - \$86,400
		Level V	Grade 36 \$59,700 - \$99,600
		Level VI	Grade 37 \$68,700 - \$114,500

Job Summary

Plans, organizes, and implements an Auburn University-wide energy management and conservation program.

Essential Functions

1. Provides technical review and assistance in contracting for purchased utilities, including electric, gas and water.
2. Interfaces with representatives of utility companies regarding services and programs available.
3. Provides assistance to utility and mechanical managers to optimize energy savings opportunities such as energy audits and developing load profiles for buildings and works toward developing efficient operations of buildings and utility plants.
4. Develops and implements energy conservation plans on campus to reduce overall consumption and costs, updating these measures at least annually.
5. Prepares an annual campus energy budget and assists in the preparation and monitoring of capital and operational budgets for utility expenditures.
6. Develops departmental short and long term energy goals and objectives for projects by analyzing strengths, weaknesses, opportunities and constraints to give direction in successfully meeting these goals.
7. Provides technical review of architectural plans and specifications regarding lighting, HVAC and controls of new and renovation designs to ensure energy efficiency.
8. Communicates and coordinates regularly with appropriate others to maximize the effectiveness and efficiency of interdepartmental operations and activities on campus.
9. Works on energy projects that lead to reduced and more efficient energy usage in new and older buildings on campus.

Supervisory Responsibility

May supervise employees but supervision is not the main focus of the job.

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.

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Job Family Levels

Level	Responsibility	Knowledge	Education and Experience*
I	Works under close supervision; receives specific and detailed instructions for required tasks and results expected. Performs a variety of routine tasks. Usually assumes no responsibility for direction of others.	Continuing developmental level. Limited exercise of judgment required when less common methods or procedures are necessary.	B.S. in Engineering or closely related field and no experience.
II	Performs standard engineering work requiring application of standard techniques and procedures. Assignments may include higher-level work for developmental purposes. Receives close supervision on new aspects of assignments. Uses prescribed methods, performs specific and limited segments of an experienced engineer's broader assignment.	Continuing developmental level. Limited exercise of judgment required when less common methods or procedures are necessary.	B.S. in Engineering or closely related field plus 2 years professional experience. Experience must include at least 2 years at the preceding level or equivalent.
III	Assignments have clear and specific objectives and require investigation of a limited number of variables. Receives instructions on specific assignment objectives, complex features, and possible solutions. May be assisted by engineers or technicians and be responsible for single phase of a project.	Independently evaluates, selects and applies standard engineering techniques and procedures while using judgment when making minor adaptations and modifications.	B.S. in Engineering or closely related field plus 4 years professional experience and Certified Energy Manager (CEM) designation from the Association of Energy Engineers. Experience must include at least 2 years at the preceding level or equivalent.
IV	Plans and conducts work requiring judgment in independent evaluation, selection and substantial adaptation/modification of standard techniques, procedures, and criteria. Devises new solutions to problems encountered. Independently performs most assignments with instruction only regarding general expected results. May supervise a few engineers and/or technicians on project basis.	Fully competent in all conventional aspects of subject matter or functional area of assignments.	B.S. in Engineering or closely related field and certification as a Professional Engineer.
V	Makes decisions independently regarding engineering complexities and methods. Supervision and guidance relate largely to overall objectives, critical issues, new concepts and policy matters. Supervises, coordinates and reviews work of small staff of engineers and/or technicians. As individual researcher or staff specialist, performs complex or novel assignments requiring development of new and/or improved techniques and procedures.	Applies diversified knowledge of engineering principles and practices to broad variety of assignments and related fields. Requires use of advanced techniques and modification and extension of theories, precepts and practices in individual's field.	B.S. in Engineering or closely related field, certification as a Professional Engineer and Certified Energy Manager, and 3 years of progressive engineering experience as a Professional Engineer. Experience must include at least 3 years at the preceding level or equivalent.

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VI	Plans and develops engineering projects concerned with unique or controversial complexities which have important impact on major organization programs. Plans, organizes and supervises work of staff of engineers and technicians. As individual researcher, consultant or staff specialist conceives plans and conducts research in areas of considerable scope and complexity.	Technical liaison to individuals within or outside his organization involving exploration of subject area, definition of scope, selection of areas for investigation and development of novel concepts.	B.S. in Engineering or closely related field, certification as a Professional Engineer and Certified Energy Manager, and 6 years of progressive engineering experience as a Professional Engineer. Experience must include at least 3 years at the preceding level or equivalent.
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* See the "Minimum Required Education and Experience" section of the job description for any substitutions that may be allowed for education and experience.

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Minimum Required Education and Experience

- Level I** B.S. in Engineering or closely related field and no experience.
- Level II** B.S. in Engineering or closely related field plus 2 years professional experience. Experience must include at least 2 years at the preceding level or equivalent.
- Level III** B.S. in Engineering or closely related field plus 4 years professional experience and Certified Energy Manager (CEM) designation from the Association of Energy Engineers. Experience must include at least 2 years at the preceding level or equivalent.
- Level IV** B.S. in Engineering or closely related field and certification as a Professional Engineer.
- Level V** B.S. in Engineering or closely related field, certification as a Professional Engineer and Certified Energy Manager, and 3 years of progressive engineering experience as a Professional Engineer. Experience must include at least 3 years at the preceding level or equivalent.
- Level VI** B.S. in Engineering or closely related field, certification as a Professional Engineer and Certified Energy Manager, and 6 years of progressive engineering experience as a Professional Engineer. Experience must include at least 3 years at the preceding level or equivalent.

Focus of Education

Degree in Engineering or closely related field

Focus of Experience

Experience in engineering and energy economics and practices

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.

Minimum Required Knowledge

Knowledge of energy management and conservation strategies.

Certification or Licensure Requirements:

Certification as a Professional Engineer is required for levels IV, V, and VI and Certified Energy Manager required for levels III, V, and VI of this job family.

Physical Requirements/ADA

Occasional and/or light lifting required. Limited exposure to elements such as heat, cold, noise, dust, dirt, chemicals, etc., but none to the point of being disagreeable. May involve minor safety hazards where likely result would be cuts, bruises, etc.

Routine deadlines; usually sufficient lead time; variance in work volume seasonal and predictable; priorities can be anticipated; some interruptions are present; involves occasional exposure to demands and pressures from persons other than immediate supervisor.

Job frequently requires standing, sitting, talking, hearing, and lifting up to 25 pounds.

~~Job occasionally requires walking, reaching, climbing or balancing, stooping/kneeling/crouching/crawling,~~

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handling objects with hands, and lifting up to 50 pounds.

Vision requirements: Ability to see information in print and/or electronically.

Date: 6/21/2011

