



1317 ENERGY SYSTEMS SPECIALIST

Classification Summary

Assist in planning, designing, and implementing energy management and conservation projects contributing to cost efficiency in energy consumption, equipment maintenance, and fuel purchases.

Distinguishing Characteristics

This classification is distinguished by the technical work in the field of energy conservation for all District facilities. In addition, it is distinguished by its purchasing responsibilities pertaining to decontrolled and non-contracted fuels.

Supervisory Relationships

Reports to a Facilities Management supervisor who provides general and specific directions. May oversee other workers and outside contractors assigned to tasks of equipment maintenance, repair and installation.

Examples of Duties

1. Monitor the implementation of energy conservation programs designed to reduce fuel consumption and cost. Assist in the development and design of such programs.
2. Purchase all non-contracted fuels including oil on the spot market and decontrolled natural gas.
3. Assist in the development of a preventive maintenance program by inventorying equipment and compiling data pertaining to equipment malfunctions and repairs.
4. Inspect, adjust, repair, maintain and insulate equipment and mechanical systems such as heating oil tanks, boilers, lighting fixtures and all other equipment related to fuel consumption and energy conservation.
5. Prioritize, schedule and inspect work of other workers engaged in equipment maintenance, insulation and installation, including outside contractors in fulfilling established plans of energy efficiency.

Required Knowledge, Skills and Abilities

1. Knowledge of mechanical systems and energy conservation practices.
2. Knowledge of and ability to evaluate fuel consumption and conceptualize energy conservation measures. Ability to develop recommendations and courses of action.
3. Knowledge of safe work practices and procedures in maintaining heating systems, air conditioning systems, boilers, and other equipment.
4. Ability to lead a crew of maintenance workers and provide work instruction and training. Ability to oversee the work of outside contractors.
5. Knowledge of and skill in implementing District policies and procedures of purchasing, excluding documentation pertaining to procurement of fuel and energy estimated.

Minimum Qualifications for Class Entry

Graduation from a two year college with major course work in technical engineering, mechanical systems, drafting, or related fields; and considerable experience in energy conservation and mechanical systems maintenance. Any satisfactory combination of experience and training may be substituted for either the experiential or education factors.