



# POSITION ANNOUNCEMENT

## Energy Advisor – Southern Wisconsin *Deadline for Application: June 3, 2022*

Cooperative Educational Services Agency 10 (CESA 10) is looking for an individual to serve as a full-time Energy Advisor in Southern Wisconsin.

The ideal candidate would possess a technical or business four-year degree with the ability to attain CEM Certification. Completion of the Certified Energy Manager preparatory class and passing of the CEM examination within one year of hire is required. This position requires an organized, flexible, self-directed person with a thorough knowledge of energy usage, sustainability and energy conservation techniques. Position will work with school and government customers. The energy advisor will work with this group of customers to assist them in making informed energy use and conservation decisions as well as communicate with contractors to explain Focus on Energy offerings. This position is responsible for meeting the departmental and assigned individual goals. This position is responsible for completing all paperwork and data entry required to meet assigned goals and assists customers in managing Focus on Energy program offerings. The person in this position must provide reliable transportation. Evening and overnight travel required.

### **Duties include:**

- Meet with customers to determine energy conservation potential.
- Assist customers in establishing a baseline from which energy-saving improvements can be benchmarked, monitored, and measured.
- Assist customers in setting performance standards for efficient operation and maintenance of equipment and facilities.
- Recommend energy saving options available to the customers.
- Act as a technical consultant on new energy technologies, energy efficient practices, and renewable energy systems.
- Evaluate the energy efficiency of proposed new construction, building expansion, remodeling, and new equipment purchases.
- Calculate energy savings from existing and proposed equipment specifications.
- Assist client in the implementation of energy conservation measures.
- Conduct measure identification energy audits and identify energy conservation opportunities as necessary.
- Develop and complete all incentive and energy conservation tracking paperwork and data entry as required.
- Inform contractors of new offerings and assist in energy savings information.
- Manage and maintain customer relationships throughout assigned territory. Track communication in customer resource management (CRM) software.
- Promote Focus on Energy program and all components of scope of work.
- Work as part of a larger team to achieve departmental and individual goals.

This is a full-time position. Salary will be competitive. An excellent benefit package will be provided which includes health, dental, life and disability insurance, retirement benefits, Wisconsin Retirement System pension, and paid time off. Interested applicants should send a cover letter, resume, and salary history to [lmcmahon@cesa10.k12.wi.us](mailto:lmcmahon@cesa10.k12.wi.us) . Deadline for applications will be June 3, 2022.

**Human Resources  
725 W Park Ave, Chippewa Falls, WI 54729**

*It is the policy of CESA #10 to afford equal opportunity for employment to all individuals regardless of age, race, religion, color, sex, national origin or ancestry, handicap, physical condition, developmental disability (as defined in S.51.01(5)), arrest or conviction received (in keeping with S.111.32), sexual orientation or marital status.*