

JOB INFORMATION

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| Job Code | NC94C |
| Job Description Title | Spec III, Energy Management |
| Pay Grade | FM15 |
| Range Minimum | \$54,270 |
| 33rd % | \$66,930 |
| Range Midpoint | \$73,260 |
| 67th % | \$79,590 |
| Range Maximum | \$92,260 |
| Exemption Status | Exempt |
| Approved Date: | 1/1/1900 12:00:00 AM |
| Legacy Date Last Edited | 7/8/2014 |

JOB FAMILY AND FUNCTION

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|---------------|---------------------------------------|
| Job Family: | Facilities, Maintenance, & Operations |
| Job Function: | Utilities |

JOB SUMMARY

Supports Auburn University's energy management and conservation initiatives and programs through optimization of campus building systems.

RESPONSIBILITIES

- Supports new commissioning efforts by performing design reviews, report reviews, and item follow-up to ensure that new systems are started efficiently.
- Performs Building Automation System (BAS) programming to implement energy management strategies.
- Performs Test and Balance functions to evaluate the current condition of buildings in support of the Continuous and Retro-Commissioning efforts.
- Uses predictive maintenance techniques in the analysis of buildings.
- Develops reports from analysis of buildings for distribution to appropriate Auburn University personnel.
- Performs minor repair activities on building components during commissioning projects to aid in the efficiency of buildings.
- Performs troubleshooting activities to improve building performance and aid Auburn University personnel in completing root-cause analysis functions.
- Performs training of building systems to aid maintenance personnel in developing skill levels.
- Performs minor retrofits that will result in energy savings or building operation improvements.
- Monitors and analyzes results of improvement projects to illustrate outcomes to upper managements.
- Utilizes building modeling software to construct and maintain models for system analysis during Retro-Commissioning efforts.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

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|----------------------------|---|
| Supervisory Responsibility | May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees. |
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MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

| Education Level | Focus of Education | | Years of Experience | Focus of Experience | |
|-------------------|------------------------------|-----|---------------------|---|--|
| Bachelor's Degree | with no specific discipline. | and | 6 years of | Experience in energy conservation practices | |

Substitutions Allowed for Education: Yes

Substitution allowed for Education: When a candidate has the required experience, but lacks the required education, they may normally apply additional relevant experience toward the education requirement, at a rate of two (2) years relevant experience per year of required education.

Substitutions Allowed for Experience: Yes

Substitution 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 KNOWLEDGE, SKILLS, & ABILITIES

Possesses and applies a broad knowledge of principles, practices and procedures of a particular field of specialization to the completion of difficult assignments.

Also possesses knowledge of related fields and areas of operation which affect, or are affected by, own area.

MINIMUM LICENSES & CERTIFICATIONS

| Licenses/Certifications | Licenses/Certification Details | Time Frame | Required/Desired |
|--|--------------------------------|------------|------------------|
| DL NUMBER - Driver License, Valid and in State | | | Required |

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category: Other

PHYSICAL DEMANDS

| Physical Demand | Never | Rarely | Occasionally | Frequently | Constantly | Weight |
|-------------------------------|-------|--------|--------------|------------|------------|--------|
| Standing | | | | X | | |
| Walking | | | | X | | |
| Sitting | | | | X | | |
| Lifting | X | | | | | |
| Climbing | | | X | | | |
| Stooping/ Kneeling/ Crouching | | | | X | | |
| Reaching | | | X | | | |
| Talking | | | | X | | |
| Hearing | | | | X | | |
| Repetitive Motions | | | X | | | |
| Eye/Hand/Foot Coordination | | | X | | | |

WORKING ENVIRONMENT

| Working Condition | Never | Rarely | Occasionally | Frequently | Constantly |
|------------------------|-------|--------|--------------|------------|------------|
| Extreme cold | | | | X | |
| Extreme heat | | | | X | |
| Humidity | | | | X | |
| Wet | | | | X | |
| Noise | | | | X | |
| Hazards | | | | X | |
| Temperature Change | | | | X | |
| Atmospheric Conditions | | | | X | |
| Vibration | | | | X | |

Vision Requirements:

Ability to see information in print and/or electronically.