



# POSITION ANNOUNCEMENT

## Energy Advisor (2 positions available) La Crosse Area Green Bay Area *Deadline for Application: July 13, 2018*

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Cooperative Educational Services Agency 10 (CESA 10) is looking for two individuals to serve as full-time Energy Advisors to be based in North Central Wisconsin. One position in the La Crosse area and one position in the Green Bay area.

The ideal candidate would possess a technical 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 and conservation techniques. Position will work with agriculture and 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. This position is responsible for meeting all of the departmental and assigned individual goals. This position is responsible for completing all paperwork and data entry required to meet assigned goals, and assists the 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.
- 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.

These are full time positions. Salary will be in the \$50,000-\$65,000 range, based on experience. 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, salary history and three (3) letters of recommendation to [lmcmahon@cesa10.k12.wi.us](mailto:lmcmahon@cesa10.k12.wi.us) . Deadline for applications will be July 13, 2018.

**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.*