



Energy Data Analyst

Who we are:

Resource Smart is a consulting and implementation firm that delivers high-performance energy and sustainability solutions for the multifamily housing market. The company's mission is to help clients reduce utility costs, enhance building performance, and meet sustainability goals through practical, cost-effective solutions. Resource Smart offers a comprehensive one-stop-shop delivery model encompassing energy audits, project scoping and design, construction oversight, M&V, and staff training. We support clients from project conception to completion, ensuring seamless coordination, quality control, and measurable outcomes.

Position Overview:

The Energy Data Analyst will support Resource Smart's efforts to provide customers with solutions for achieving energy savings through the design and installation of energy efficient measures (EEMs) for multifamily apartment buildings. They will process data in support of completing energy efficiency incentive applications and will provide data reporting on the progress and the impact of these energy efficiency projects.

Must Have Qualifications:

- Background in Energy Efficiency or Building Science
- Strong computer skills with experience using and manipulating data in Excel or similar programs

Preferred Qualifications:

- Understanding of utility energy efficiency incentive programs
- Analytical problem solving-skills & attention to detail
- BPI Energy Auditor or related certification
- Energy modeling experience with modeling tools
- Able to flourish in a fast-paced environment

Location: Remote in the U.S.A.

Reports to: Director of Technical Services

Skill Level: Intermediate

Areas of Expertise: Energy Efficiency incentive programs, MS Excel, Problem solving,

Compensation: \$65k/yr or DOE



Key Responsibilities:

- Recommend energy efficiency upgrades for energy savings
- Work with utilities or government agencies to collect and organize data
- Perform calculations and manipulate data to quantify energy savings of upgrades
- Determine rebate incentives available for energy efficiency measures
- Produce estimates for energy efficiency projects
- Complete energy rebate submissions and maintain databases.

This Job Description is a guide listing the key responsibilities of the Job, not an all-inclusive list. It will be reviewed and revised periodically by management to meet the changing needs of Resource Smart.

Benefits:

- Company Health and Dental plan for the employee at no cost! (charges will be added for spouse and family coverage)
- 401k Retirement Savings Plan available on day 1
- Unlimited PTO Plan

Resource Smart is committed to attracting and retaining a diverse staff and will honor your experiences, perspectives, and unique identity. We strive to create and maintain a working environment that is inclusive, equitable and welcoming regardless of race, color, religion, age, sex, sexual orientation, gender identity, national origin, protected veteran or disabled status. Resource Smart is proud to be an Equal Opportunity Employer!

Please answer the following questions to be considered for this position:

1. How would you assess your expertise using Microsoft Excel?
2. Please provide details of your experience with energy efficiency and green building science?