



**State of New Jersey
Board of Public Utilities**

ANTICIPATED JOB VACANCY

JOB POSTING #: 02-19

DATE OF POSTING: January 15, 2019

DATE OF CLOSING: February 5, 2019

TITLE: Energy Efficiency Manager

SALARY: Commensurate with Experience

EXISTING VACANCIES: One (1)

DIVISION/LOCATION: Board of Public Utilities
Division of Clean Energy

GENERAL DESCRIPTION: Under the direction of Division Director of Clean Energy, directs and manages all projects within the Bureau of Energy Efficiency including programs administered by the electric and gas utilities in New Jersey.

Work Responsibilities:

- Manage energy efficiency staff and contractors to advance the mission of the Clean Energy Program (NJCEP).
- Manage energy efficiency programs funded through societal benefits charge at over one hundred million dollars per year and the federally funded state energy program plans.
- Responsible for program design, policy recommendations, technical review, grant proposal review and grant management, evaluation, market development analysis and recommendations, program oversight, budget assessment, measurement and verification oversight, Board Order preparation and presentation, invoice review and approval, mediating consumer complaints and dispute resolution, and the review and preparation of comments on relevant legislation.

- Compliance review of both utilities' filings and contractors' filings regarding energy efficiency programs, budgets and marketing plans.
- Support the Director in the development and management of program goals, including monitoring, reporting and recommendations for improved metrics.
- Assist in development of programs to reduce the SBC collection and lower rates, such as a multi-family financing program.
- Interact regularly with deputy attorneys general, commissioners, other state agencies, utilities, in-house legal staff and outside counsel, as well as contractors and customers. Lead and contribute to meetings with staff and stakeholders on an ad hoc basis.
- Participates in internal and stakeholders meetings.

REQUIREMENTS: Graduation from an accredited college or university with a Bachelor's degree; Master's preferred.

EXPERIENCE: Demonstrated managerial skills, including such factors as interpersonal skills, decision-making, problem analysis and creative thinking, administrative judgment, delegation, managerial or financial control, interdepartmental cooperation/liaison, development of subordinates and organizational awareness are required. Demonstrated proficiency with Microsoft office, spreadsheet, database, communications software, and energy efficiency investment analytical tools preferred. Knowledge of the energy industry, environmental protection and/or sustainability issues preferred.

OPEN TO THE FOLLOWING: Open to NJ Residents.

NOTE: RESIDENCY LAW: Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the "New Jersey First Act," which became effective September 1, 2011, all persons newly hired by the Executive Branch on or after that date shall have one year from the date of employment to establish, and then maintain principal residence in the State of New Jersey.

The State of New Jersey is an Equal Opportunity Employer.

PLEASE FORWARD RESUMES VIA MAIL OR EMAIL TO:

NJ Board of Public Utilities
 Office of Human Resources
 P.O. BOX 350
 Trenton, NJ 08625
humanresources@bpu.nj.gov

