

CLASS TITLE: ENERGY CONSERVATION TECHNICIAN

Class Code: 02719200

Pay Grade: 20A

EO: C

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To assist a technician of higher rank in administering an established program to conserve energy within state government through the effective management of energy use and improvement of facilities; to evaluate residential heating systems for efficiency and effectiveness in order to determine eligibility for repair or replacement under low income weatherization assistance program guidelines; and to do related work as required.

SUPERVISION RECEIVED: Receives specific work assignments from a superior with given instructions; work is reviewed both in process and upon completion for compliance with instructions and results obtained as well as conformance to agency policies, objectives, rules and regulations.

SUPERVISION EXERCISED: None.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To assist a technician of higher rank in administering and established program to conserve energy within state government through the effective management of energy use and improvement of facilities.

To evaluate residential heating systems for efficiency and effectiveness in order to determine eligibility for repair or replacement under low income weatherization assistance program guidelines.

As assigned, to conduct field inspections and surveys of state agency locations for gathering of facts and data required to determine the current energy use of energy related facilities and to give such collected information and data to superiors for their use in developing an effective plan of energy use and the improvement of energy related facilities, as well as the formulation of more effective methods for evaluating energy utilization by state governmental facilities.

To assist in the collection and dissemination of energy conservation reports.

As assigned, to assist superiors in the installation, inspection, maintenance, alteration and repair of the computerized Fuel Distribution System.

As assigned, to attend various seminars relative to energy conservation and to assist superiors in training building managers and fuel distributors as to proper preventive maintenance for energy conservation.

To utilize combustion diagnostic equipment and detectors in order to help determine the extent of heat loss and the scope of repairs; to inspect completed repairs/replacements for satisfactory performance.

To monitor heating contractors and community action agencies for compliance with bidding procedures, project specifications, program guidelines, building codes, and safety standards.

To provide technical and programmatic training, guidance and oversight of community action agencies engaged in the implementation of the low income weatherization assistance program.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A working knowledge of building construction in heating systems, insulated windows, boilers, insulation, lighting, electrical, etc.; a working knowledge of the principles, practices, techniques, tools, equipment and materials used in the computerized Fuel

Distribution System and the skill to assist superiors in their application; a working knowledge of safety codes enforced by the state; a working knowledge of the principles and practices of drafting and mechanical drawing; a working knowledge of the policies and procedures required in the implementation of a program of weatherization assistance and heating system upgrades; the ability to establish and maintain effective working relationships with federal agencies, state agencies, local agencies, community groups, and the public in the implementation of energy related programs; the ability to conduct field inspections and surveys and gather relevant facts and data to be used in evaluating effective energy use of state governmental agencies; the ability to understand and follow oral and written instructions; the ability to read blueprints and specifications; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: graduation from a senior high school; and

Experience: Such as may have been gained through: employment in one or more of the skilled building construction trades involving the implemented of energy programs.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Revised: 4/18/93

Editorial Review: 3/15/03