

CLASS TITLE: SENIOR ENERGY CONSERVATION TECHNICIAN

Class Code: 02205400

Pay Grade: 23A

EO Code: C

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To assist the Chief of General Services in administering a program to conserve energy within state government through management of energy use and improvement of facilities; and to do related work as required.

SUPERVISION RECEIVED: Receives work assignments from a superior with considerable latitude for the use of independent judgement in the application of the practices and techniques of the position; work is reviewed usually upon completion for satisfactory performance.

SUPERVISION EXERCISED: As required, supervises the work of employees assigned to assist.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To install, inspect, maintain, alter and repair the equipment of the computerized Fuel Distribution System.

To assist in the formulation of methods for evaluation of energy utilization by state facilities.

To collect and disseminate energy conservation reports.

To attend various seminars relative to energy conservation and train building managers and fuel distributors as to the proper preventive maintenance for energy conservation.

To assist in the preparation of a program to conserve energy and utilization improvements.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of the principles, practices, techniques, tools, equipment and materials used in the computerized Fuel Distribution System and skill in their application; a working knowledge of safety codes enforced by the state; a working knowledge of building construction in heating systems, insulated windows, boilers, insulation, lighting, electrical, etc.; a working knowledge of drafting and mechanical drawing; the ability to write technical specifications; working knowledge of community resources and the criminal justice system; the ability to read and understand and to follow oral and written directions; 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: considerable employment in the field of energy conservation with responsibility for maintaining and repairing computerized equipment.

Class Revised: February 1, 1998

Editorial Review: 3/15/03