

POSITION NO S05/04

**ENERGY EFFICIENCY ENGINEER (ELECTRICAL OR MECHANICAL
BACKGROUND)**

Position:

Energy Efficiency Engineer

Report to:

Principal

Synopsis:

The Energy Efficiency Engineer will report to a Principal of Orbis Environmental. The position is a 6 month contract position with flexible working arrangements available. There is the possibility that the position could be extended to a 12 month period. The position will be located on the lower north shore.

Knowledge and Experience:

The Energy Efficiency Engineer should have a minimum level of experience of approximately 7 to 10 years in the engineering/environmental field. Specific expertise in a number of areas is desirable, such as:

- Electrical engineering;
- Project management;
- Consultation, communication and relationship building.

The successful Applicant will have a qualification in engineering.

Excellent verbal and written communications skills are required for this position. The successful Applicant will be required to meet with business customers and facilitate businesses to implement energy efficiency initiatives. The successful Applicant shall also be required to engage subcontractors and manage projects and review reports as required. The successful Applicant may be required to give verbal presentations to businesses. The successful Applicant will have demonstrated project management and business relationship experience.

Roles:

The successful Applicant will fulfil the following key role:

- Project Management and Project Delivery – responsible for delivering projects and managing subcontractors;

Project Management:

Responsibilities in Project Management include:

- Engaging subconsultants, reviewing scopes of work and reviewing subconsultant work and reports;
- Reviewing project reports;
- Managing project budgets and timetables;
- Ensuring quality deliverables are produced, consistent with the Orbis ethos;

- Liaising with businesses and other stakeholders.

Professional Ethics and Integrity:

The successful Applicant is expected to demonstrate professional ethics and integrity, consistent with the ethos of Orbis Environmental. Practitioners at Orbis Environmental are expected to adhere to the Company's procedures. These principles include but are not limited to:

- Client confidentiality;
- Confidentiality of Orbis Environmental operations;
- Ethical management of projects; and
- Communication to a director of Orbis Environmental if ethical values are not being upheld by any team member.

Orbis Environmental Working Practices:

Orbis Environmental has flexible working practices and will consider Applicants who are interested in the position but require flexible working arrangements, such as part-time or other leave arrangements. Orbis offers a flexible working environment for staff and encourages a work / life balance for all employees. Please read about our approach to employment practices at www.orbisenvironmental.com.au.

Orbis Environmental is committed to providing equal opportunities to all employees.

Remuneration:

Remuneration will be negotiated with the Applicant based on his/her demonstrated experience and performance.

Applications:

Applicants to the position should provide a Curriculum Vitae, which details previous/current places of employment, positions held and examples of projects or work undertaken. A covering letter which addresses the requirements of the position is also required. The requirements of the position are discussed in the **Knowledge and Experience** section and include:

- Level of experience (years);
- Areas of expertise within the engineering/environmental field;
- Formal relevant qualifications;
- Excellent communication skills; and
- Project management experience.

Also, the names and contact details of three referees is also required with the application.

Enquiries:

For a confidential discussion about this position, please do not hesitate to contact Anna Scott on (02) 9938 1988, or if unavailable on this number, on mobile 0418 660071.