



Position Title:	Energy Auditor	Hours:	Flexible
Reports to:	Managing Partner	Pay:	Expenses & Incentive Bonus
Location:	430 N. Michigan Avenue, Chicago, Illinois	Travel:	80% local

COMPANY

INBALANCE, LLC is a management consulting and professional service organization headquartered in downtown Chicago. We provide a broad range of facility related services, with core knowledge and performance delivery capability in Facility Energy Cost Reduction, Building System Optimization, Project Management, LEED and Alternative Energy Solutions.

Essential Job Functions, Duties and Responsibilities

The following statements are intended to describe the general nature and level of work being performed by individuals assigned to this position. They are not intended to be an exhaustive list of all duties, responsibilities and skills required.

JOB DESCRIPTION

Energy Auditor will engage in a variety of non-residential energy efficiency, renewable energy, sustainability consulting, and LEED certification engagements, including:

- Perform ASHRAE level 1,2 and 3 energy audits – including site inspections and desktop data analysis
- Develop cost estimates and written descriptions of energy conservation measures
- Develop energy models for non-residential buildings
- Facilitate competitive bids to products, services, and financing providers
- Conduct solar PV and solar thermal site selection and evaluation
- Execute LEED EB consulting engagements

INDUSTRY & FUNCTIONAL EXPERIENCE

Candidates should have at least **3-5 years of experience** in the following areas:

- Energy management, building systems and controls, and energy modeling for non-residential real estate
- Property management and facilities management operations
- Energy and sustainability consulting

People, Leadership and Organization

- To deliver personal and team performance objectives
- To identify and undertake personal development plan
- To enhance team performance and communication
- To apply appropriate behaviors and actions that reflect the Vision and Values of INBALANCE:
 - Total transparency on all commercial matters, with an open book policy, ensuring excellent communication, accurate reporting and cost control for our clients
 - Comprehensive and objective evaluation of services and products that create a best fit and best value solution for our clients
 - Alignment on expected performance objectives, e.g. cost, roi, speed, quality, safety, minimization of site disruption, etc.
 - Pursue opportunities only when we are certain that we will add significant value to our clients





- Incentivization based on performance objectives

TECHNICAL COMPETENCIES REQUIRED FOR THIS JOB:

- Strong communication and selling skills.
- Computer skills using Microsoft Office: Word, PowerPoint, Access, Excel

Working Conditions

Standard Office Environment	10 % of time
Local Travel Required	80 % of time

COMPENSATION

Commensurate with experience.

APPLY

To apply, please email info@inbalancebuildings.com. Please no recruiters.

