Lighting Consultant

Lighting Consultants act as an independent, third party resource to: provide guidance to customers and vendors on the installation of efficient lighting products; enhance customer participation by overcoming customer objections and hurdles; promote CEE and utility efficiency programs; and continually stay up-to-date on market research, trends, and product development initiatives. This position reports to the Director of Commercial Programs. This is a full time position that provides a wide range of benefits including Paid Time Off (PTO), medical, dental, life and long term disability insurance and a retirement plan.

Background:

CEE is a community-based clean energy nonprofit with offices in the North Loop of Minneapolis and St. Paul's Midway. We provide practical energy solutions for homes, businesses, and communities to cut energy waste and harmful emissions. We collaborate regularly with field peers and partners, and employ curious people who enjoy learning and contributing to Minnesota’s quality of life and economy. Our workplace invites open door communications, respect for diverse backgrounds and points of view, and an emphasis on work-life balance.

Responsibilities:

- Conduct thorough lighting analyses of interior and exterior spaces to determine existing quantities, technologies utilized, and hours of operation. Subsequently offer recommendations on energy-efficient lighting technologies and control options based on application specific guidelines and industry best practices in order to provide seamless opportunities to reduce energy costs, demand, and usage.
- Record audit information in custom software tool in order to track progress and generate reports specific to end-users, contractors, and suppliers.
- Collaborate with CEE staff as necessary to qualify properties, enter audit information, generate and present lighting proposals, reconcile and process invoices.
- Facilitate sales process through presentation of audit results, including project options, costs, rebates, energy savings, financing options, and return on investment scenarios, to enhance the probabilities of project acceptance and completion. Enhance customer participation via asking for the sale, overcoming customer objections and hurdles, and negotiating terms in order to generate savings for the One-Stop.
- Identify leads with the best technical opportunity and level of interest and set up a systematic follow-up process to secure participation in One-Stop.
- Plan, organize, and maintain schedule to maximize time efficiency and quality of site visits. Manage and meet invoicing deadlines including special offers, bonuses, and end of year timelines.
- Act as intermediary during project installation to address customer, contractor, and/or vendor needs and clarify program expectations and guidelines.
- Follow-up with customers after project implementation to ensure customer satisfaction. Provide ongoing program opportunities by asking for referrals from satisfied customers.
- Execute sufficient sales activity, pipeline management, and closed deals to meet and exceed individual and program goals.
- Foster and enhance trade relationships by providing added value and industry knowledge to end-users and contractors while promoting benefits and features of the program to suppliers and manufacturers.
- Research industry market trends to identify pricing fluctuations, supply and demand issues, and underlying factors of market changes.
• Enhance the One-Stop lighting program and CEE’s community recognition through promotion, including preparing and delivering supply-side PowerPoint presentations to encourage the use of the One-Stop lighting program to manufacturers, wholesalers, and contractors as well demand-side presentations to increase the visibility of the One-Stop lighting program and build relationships with building owners, property managers, and end-users.
• Attend industry tradeshows, classes, supplier presentations, and manufacturer and wholesaler open houses to stay up-to-date with latest trends and regulatory changes affecting commercial lighting users.
• Develop knowledge to become subject matter expert on rebate programs, rules, guidelines, and processes. This includes being familiar with all existing rebate programs to make sure the customer is utilizing the best resource for their needs. Ensure that end-users, vendors, and manufacturers are conforming to established standards. Report questionable activities and occurrences.
• Other duties as assigned.

Qualifications/Job Requirements:
• At least 5 years of commercial/industrial lighting experience around generating and presenting recommendations for upgrades.
• Heavy interest in energy conservation and energy efficient technologies for commercial lighting systems.
• Ability to conduct accurate and thorough lighting audits and fully document findings.
• Ability to present recommendations to business owners and motivate them to implement lighting improvements in their buildings.
• Ability to tailor sales approaches to service a variety of customers from hard-to-serve markets such as small family-owned businesses to large corporations.
• Superior customer service skills to explain program guidelines and processes, advocate for the implementation of efficient lighting practices, and address issues and/or questions on an ongoing basis.
• Understanding of corporate financial terminology in order to present sound economic evidence for pursuing lighting retrofits.
• Continuing education through relevant conferences, supplier/manufacturer presentations, tradeshows and membership groups in order to properly identify existing criteria and make best practice recommendations.
• Capability to work outside of normal business daytime hours (nights and weekends) to attend board meetings, conferences, and training sessions.
• Work professionally with coworkers, clients and vendors; perform duties accurately, honestly and in a timely manner; attend trainings/meetings; read companywide emails and adhere to attendance expectations as directed by supervisor.
• Understand and comply with corporate policies and procedures including but not limited to conflict of interest, confidentiality, and the information security program.
• Ability to stand, walk and sit; use hands to handle or feel objects; reach with hands and arms; balance, talk and hear. Ability to access all parts of lighting systems to generate an accurate audit of existing conditions. The employee must occasionally lift or move up to 20 pounds.
• Ability to walk up to one mile during a lighting audit.
• Advanced computer skills and high comfort level with modern office technology.
• A valid driver’s license and up-to-date insurance.
• Ability to quickly acquire new skills and knowledge.
• Ability to work independently with good organizational and time management skills.
• Attention to detail to ensure accuracy during lighting audits and data entry.
• Ability to excel independently as well as in a team environment.
• Strong ethics to keep best organizational, customer, and utility interests in mind.
• Strong organizational and multi-tasking skills to work with multiple projects and customers continually.
Compensation
Dependent upon qualifications and experience.

How to Apply
Email or fax cover letter and resume to Human Resources:

Lighting Consultant
Center for Energy and Environment
212 3rd Avenue North, Suite #560
Minneapolis, MN 55401

Resume_Submissions@mncee.org
FAX 612-335-5995

Center for Energy and Environment seeks to enrich the diversity of the CEE community and encourages applicants from a wide range of backgrounds to apply. CEE is long noted for its research, policy advocacy and programming to provide practical energy solutions for homes, businesses and communities.

Equal Opportunity Employer