

**Position(s) – Senior Cx Project Manager – New York City**

ENERActive Solutions (EAS) is an independent professional energy engineering consulting and project development company specializing in commissioning, retro-commissioning, energy audits, design development and implementation of energy conservation projects.

EAS is accepting resumes for Senior Commissioning Project Managers for our New York City Office to manage the technical and financial elements for a portfolio of projects. Candidate will be the main point of contact between ENERActive and the customers.

**Job Description & Responsibilities**

Commissioning of HVAC and various building systems for commercial and institutional projects inclusive of the following:

- Attend design intent meeting
- Develop project design intent with Project Manager team
- Develop commissioning plan
- Perform design reviews
- Customize commissioning specifications for the project
- Attend design phase meetings as required
- Attend construction phase meetings as required for issue resolution
- Execute check sheets in the field as required
- Review/Oversee Operations and Maintenance Manual review
- Review/Oversee maintenance staff training
- Assist in final development of the Cx report
- Execute and write-up warrantee review report
- Ensure customer/client satisfaction for tasks performed
- Develop and maintain relationships with contractors and field personnel to develop additional business for the group
- Cultivate new client relationships and accounts

**Principal Interactions**

- ENERActive customers and vendors
- ENERActive principle in charge of the group for reporting financial targets progress
- Commissioning group's project managers and employees

**Minimum Requirements**

- A four-year engineering degree (PE a plus)
- Working knowledge of commercial/industrial HVAC components, systems and distribution and controls including a working knowledge of electrical distribution systems
- Five to Ten years' experience in commissioning field and/or construction experience, with proven experience as a Project Manager
- A willingness to learn and work in a team environment with extensive contact with clients
- Basic computer skills (Word, Excel, Outlook, Power Point) and a valid driver's license are required.
- Preferred qualifications:
  - CEM / CBCP from AEE
  - BCA or University of Wisconsin certification in the Commissioning Process

**Salary Range:**

- Commensurate with experience

Candidates should email their confidential resumes with brief cover letter to Keith Rinaldi at **[krinaldi@eneractivesolutions.com](mailto:krinaldi@eneractivesolutions.com)**