

Job Description: Solar Engineer

Revision Date: 2020.04
Reporting Structure: Direct to National Solar Director

Department: Sales & Marketing
Direct Reports: No

POSITION PURPOSE

The Solar Engineer is responsible for providing innovative and comprehensive solutions in design engineering for commercial and utility-scale solar photovoltaic projects. Solar engineers work in a collaborative, team-based environment.

DUTIES, TASKS AND RESPONSIBILITIES

Initiatives

- Work closely with Sales and Engineering to offer best solution for each project.
- Complete Helioscope design requests from Sales and Engineering.
- Complete interconnection drawings, single line diagrams, bid sets, construction sets, and as-built drawings for all solar projects.
- Work with utility companies on project coordination.
- Work with internal Operations team throughout project development and implementation.
- Communicate with vendors and subcontractors throughout project development and implementation.
- Assist our Performance Assurance group with system performance monitoring.
- Visit job sites for project development, installation progress, punch-outs, etc.
- Attend customer meetings and presentations throughout sales cycle, if necessary.

BEHAVIORAL COMPETENCIES

Core Competencies

- **Integrity** – Act with integrity; truthfulness, fairness and honesty.
- **Continuous Learning** – Is a continuous learner focused on constant improvement; embraces new technologies.
- **Exceed Expectations** – Work hard to exceed customer expectations.
- **Compassion** – Conduct oneself as a steward-of PSI, supporting its growth & ability to help those in need.
- **Accountability** – Take responsibility for one's actions and decisions.

Position-specific Competencies

- **Pace and Variety of Activities** -- Sense of urgency for goal achievement. Varied activities with multiple, simultaneous projects in a fast-paced environment.
- **Focus** -- Results focus with idea generation, innovative and creative problem solving. Rapport and relationship building focused on achieving results. Must engage commitment of others.
- **Decision-Making** -- Problem solving orientation. Action-oriented and collaborative decision-making. Quick decision making in response to changing conditions
- **Integrity** – Acts in an honest, trustworthy, high integrity manner; makes and keeps commitments.
- **Goal Oriented** – Drives to meet goals in a motivated and self-directed way; works hard with limited supervision. Acts in an eager way to learn and accept challenges. Performs assigned tasks and completes work on schedule.
- **Detail Oriented** – Desire to support team members in a way that is detail oriented and accurate. Displays time management during completion of tasks and responsibilities.
- **Communication** – Displays strong interpersonal skills during communication and collaboration with others. Confidently delivers high-quality and polished customer presentations.
- **Technical-Ability** – Technically competent and capable of understanding complex engineering concepts

Performance Services, Inc. is an EEO employer that values integrity and workplace diversity.

All qualified applicants are encouraged to apply.

with an ability to communicate these concepts in simple terms.

WORKING CONDITIONS

- Office functions will primarily be performed at PSI's main business office in Indianapolis, IN or Lombard, IL.
- Additional hours may be required in the evenings or weekends depending on proposal deadlines or other events.
- Occasional travel as necessary.

MINIMUM QUALIFICATIONS

Education/Experience

- 4-year degree or equivalent practical experience, BSEE/BSEET degree from an accredited college or university is preferred.
- 3-5 years minimum experience in the solar PV industry designing solar arrays.
- Experience and knowledge on the design and construction process of distributed generation, commercial solar PV, and utility-scale solar PV projects.
- NABCEP certification is a plus.
- Experience and knowledge of Microsoft Office, AutoCAD, and solar modeling tools, including Helioscope.
- Experience reading and understanding technical specifications and construction documents.
- Experience with professional oral and written communication skills.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. The employee is occasionally required to sit; climb or balance; and stoop, kneel, crouch or crawl. The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

This job description in no way states or implies that these are the only activities to be performed by the individual occupying this position. While this job description is intended to be an accurate reflection of the job requirements, management reserves the right to modify, add or remove duties and assign other duties as necessary.