

ANALYST / SENIOR ANALYST

About Optimal Energy Inc.

Optimal Energy — an energy resources consulting firm — is looking to fill an **Analyst or Senior Analyst** position in our Hinesburg, Vermont, office to support our consulting services. Optimal Energy provides strategic planning, program, and portfolio development, implementation support, evaluation, and technical research in the fields of energy efficiency and renewable energy. Optimal Energy's clients include utilities, efficiency program administrators, commercial and industrial businesses, government, and non-profit organizations.

Job Description

The Analyst will provide technical services in support of our efforts to promote energy efficiency and renewable energy. They will research and analyze energy-efficient and renewable energy technologies, programs, and evaluations to support strategic planning and implementation efforts. Other job responsibilities can and will emerge as the Analyst develops areas of expertise and capabilities.

Job Responsibilities

- Research and analyze energy-efficient and renewable energy technology costs, energy savings, and market conditions
- Research and analyze policies that promote energy efficiency and renewable energy
- Maintain, use, and modify Optimal Energy's spreadsheet-based tools to analyze energy efficiency technologies, programs, and efficiency portfolios
- Analyze the efficiency and renewable energy potential and associated economic impacts available from specific geographic areas
- Perform economic analysis, including cost-benefit analysis, of energy resources
- Assist with producing deliverables such as written reports, presentations, charts, and figures

Job Qualifications

- Background or degree in economics, energy, science, or engineering; Master's degree or equivalent experience preferred
- Strong analytical skills with the ability to locate (research), collect, organize, analyze, and disseminate information with attention to detail and accuracy
- Advanced Excel skills (knowledge of VBA a plus), knowledge of statistics, and experience using Excel, Access, or other software tools for analyzing large datasets
- Strong writing and presentation skills
- Ability to manage complex tasks with competing priorities and time requirements
- Ability to work independently and be proactive about initiating and completing tasks
- Comfortable in a small office environment and with substantial interaction with co-workers
- Demonstrated experience and/or interest in energy efficiency or renewable energy
- Prior work experience strongly preferred (salary commensurate with experience)

What We Offer

- Excellent opportunity for advancement and competitive salaries, commensurate with experience
- Generous retirement plan; excellent health and dental insurance with premiums covered in full in first year; employer-funded Health Savings Account; annual fitness benefit
- High quality work environment in newly renovated offices in Hinesburg, Vermont, 20 minutes southeast of Burlington

To Apply

Submit a cover letter and resume to info@optenergy.com

Optimal Energy, Inc., is an Equal Opportunity / Affirmative Action company, committed to diversity and inclusion in hiring, employment, and operations. We encourage applications from people who are or have been historically underrepresented in the clean energy economy.