



**State of New Jersey  
Board of Public Utilities**

**ANTICIPATED JOB VACANCY**

**JOB POSTING #: 39-16**

**DATE OF POSTING:** October 14, 2016

**DATE OF CLOSING:** October 28, 2016

**TITLE:** Program Manager (SES)

**SALARY:** \$75,000.00 – \$90,000.00

**EXISTING VACANCIES:** One (1)

**DIVISION/LOCATION:** Board of Public Utilities  
Office of State Energy Services  
Trenton, NJ

**DESCRIPTION:** Under general direction of the Director of the State Energy Office, the project manager:

- Implements and advances the goals and objectives of the State Energy Office;
- Assists in conducting preliminary building energy audits;
- Assists in developing scopes of work (SOW);
- Reviews proposals and contracts associated with energy efficiency projects;
- Works with state agencies to assess current energy demand/use in buildings/facilities.

Responsibilities also include project monitoring – keeping track of status of contracts, work performance, reporting, etc., assisting in development of presentation of quarterly and annual SEO reports to the BPU President and Administration, implements and carries out specialized research and/or analytical energy efficiency programs designed by NJBPU.

The position will also evaluate and research the ongoing developments of the NJ Clean Energy Program, suggest and help implement changes thereto and assist the Division of Economic Development and Emerging Issues as needed on programs such as combined heat and power (CHP) measures and technologies.

**EXPERIENCE:** Candidate must have ten (10) years of experience involving energy efficiency, energy demand side management and energy procurement.

The candidate must have strong interpersonal and communication skills, together with the proven ability to work as part of a cross-functional team, and the ability to interface with industry and government officials.

**EDUCATION:** Graduation from an accredited college or university with a Bachelor's degree in Business Management, Engineering, Economics or other related field.

**OPEN TO THE FOLLOWING:** Open to NJ Residents.

**NOTE: RESIDENCY LAW:** Pursuant to N.J.S.A. 52:14-7 (L. 2011, Chapter 70), also known as the "New Jersey First Act," which became effective September 1, 2011, all persons newly hired by the Executive Branch on or after that date shall have one year from the date of employment to establish, and then maintain principal residence in the State of New Jersey. New Jersey State employees hired prior to September 1, 2011 who transfer from within the Executive Branch or from another State of New Jersey appointing authority without a break in service greater than seven days but who reside outside the State of New Jersey are not required to change their principal residence to New Jersey in order to comply with the act.

**The State of New Jersey is an Equal Opportunity Employer.**

**PLEASE FORWARD RESUMES VIA MAIL OR EMAIL TO:**

NJ Board of Public Utilities  
Office of Human Resources  
P.O. BOX 350  
Trenton, NJ 08625  
[HumanResources@bpu.nj.gov](mailto:HumanResources@bpu.nj.gov)

**\*\*Applicants who previously applied to anticipated job vacancy 35-16 need not reapply. \*\***