



RISING SUN ENERGY CENTER

2998 San Pablo Avenue, Berkeley, CA 94702 | www.risingsunenergy.org | Tel: 510.665.1501 | Fax: 510.665.1502

ENERGY SPECIALIST

PROGRAM & JOB DESCRIPTION

Rising Sun Energy Center, a non-profit organization, provides free energy and water assessments and mini-retrofits to low- to moderate-income households in the Bay Area and Central Valley through our California Youth Energy Services (CYES) program. The CYES program is designed to provide young people ages 15-22 with hands-on job training and a paid employment experience in the green industry.

We are currently accepting applications for the position of **Energy Specialist**. Energy Specialists will receive extensive training; no prior experience with energy or water conservation work is necessary. **We are looking to hire for the following sites: Hayward, Oakland, Lafayette-Moraga, Walnut Creek, Fremont, Antioch, Dublin, Fairfield, Vallejo, Vacaville, Suisun City, Martinez, Stockton, Lathrop, Manteca, Tracy, Marin County, and Santa Rosa.**

Energy Specialists visit homes in their community by scheduled appointment to help residents save energy, water, and money. During the appointment, Energy Specialists provide residents a basic energy and water assessment, install water- and energy-saving devices, and educate the resident by providing energy- and water-saving tips. Energy Specialists always work in pairs and visit 3-10 homes per day.

JOB REQUIREMENTS

- Outgoing and friendly personality
- Good communication and presentation skills
- Ability to work independently as well as part of a team
- Ability to multi-task and manage time responsibly
- Must maintain a professional appearance and attitude
- Strong organizational skills
- Basic computer and internet skills
- Familiarity with basic tools (screw driver, pliers, etc.) is preferred
- Interest in serving the community and preserving the environment
- Must be able to work the full 7 weeks
- Must be able to walk up to one mile
- Must be able to lift 15-20lbs
- If applying for a driving position: must be 18-22 years old, have a valid drivers license, insurance and have regular use of a car

JOB DETAILS

- 7 week summer job: June 22 to August 7, 2015
- Training week: June 22-29, Monday – Friday, 9:30am - 5:00pm
- Regular work schedule begins June 30: Tuesday – Friday, 10:30am – 6:00pm; two Thursdays (TBD) from 12:00pm – 7:30pm
- There are both driving and non-driving positions available. ***To be a driver, you must have regular use of a car, and be at least 18 years of age with a valid driver license and insurance.***
- Starting pay for non-drivers: \$9.00/hour
- Starting pay for drivers: \$10.00/hour plus mileage reimbursement

To apply for the job please complete an application and return it our office via mail, fax, or e-mail to esjob@risingsunenergy.org.

Applications can be found on our website: www.risingsunenergy.org/content/youths.html and click on the *Apply to be an Energy Specialist* link! Applications will be available on the website beginning February 1, 2015.