Energy Analyst

Typical Starting Wage: $12-16 per hour
Part-time Applicants' Hours: min. 15 hrs/week (students may apply for full time summer positions)
Full-time Applicants' Hours: typically 30-40 hrs/week

To Apply: email hiring@abraxasenergy.com; include a resume, cover letter, and indicate if part/full-time preference.

Since 2001, Abraxas Energy Consulting has provided its clients with solid expertise in the field of energy efficiency. We specialize in making recommendations to improve building energy efficiency and lower operational costs in commercial, municipal and federal facilities. In addition, we set up utility bill tracking databases, create building models for ESCOs and for LEED Certification, provide expert training and technical support, write custom software, and provide Measurement and Verification services. We are a relatively small and flexible consulting company headquartered in San Luis Obispo, California. We have several engineers working from remote co-op spaces and home offices. We have been growing at a controlled pace for the past several years and have never had to lay off an employee due to slow business. We employ about fifteen engineers and analysts with our energy services as well as regular contractors and office support staff.

The Energy Analyst position at Abraxas Energy Consulting is an entry-level position in our Energy Services and/or Software Services departments.

Responsibilities – Energy Services Department

In our Energy Services department, the primary role of the Energy Analyst is to support our Energy Engineers in the development of energy reports and analysis. Specific tasks you will be assigned to include but are not limited to:

- Organize and analyze utility bill data.
- Benchmark facility energy use data
- Utility rate schedule analysis
- Document utility analysis in customer reports.
- Manipulate large volumes of utility data and facility trend data in Excel and/or specialized software without corrupting it.
- Market research and data collection for new technologies, equipment costs, install cost estimates, etc.
- Energy Audit and Retro-commissioning Report Writing
- Energy Audit Calculations
- Run simple quality control checks on energy reports and calculations such as spell check, formatting, etc.

Occasionally, if you are available to travel, our analysts provide on-site support for our field engineers. In such cases, the Analyst works under the direct supervision of the field engineer or project manager. Field support activities include:

- Lighting and water fixture inventories

- Assist with deployment of diagnostic equipment such as wireless transmitters, data loggers, flow meters, etc.
- Energy using equipment nameplate documentation

Responsibilities – Software Services Department

In the software services department, the primary role of the Analyst is to provide technical support for our energy software customers, create and update utility bill tracking databases, and complete utility bill analysis services. Specific tasks you will be assigned to include but are not limited to:

- Manipulating utility bill data in Excel
- Organize customer facility portfolio and bill data into Project Setup Forms
- Creating Metrix 4™ utility tracking projects
- Weather regression of utility data in specialized Metrix 4™ software
- Quality Control for projects
- Run utility tracking reports
- Creating Web Demo Material
- Processing monthly weather data from our global database
- Fielding technical support questions from our software customers
- Calling utility companies to obtain bill copies, rate schedules, ask questions, etc.

Responsibilities – Miscellaneous

There are other odd jobs that are not intellectually difficult but require strong attention to detail. This usually involves helping with administrative tasks such as processing expense reports, entering leads in contact databases, updating accounting data, etc. Whatever the task is, it will surely require working with other employees to provide an accurate service to the clients; you must be able to communicate with others to successfully complete these projects.

Current Full Time Company Office Locations

The following list indicates locations where we currently have full time staff. Interested applicants must currently be located near one of these cities or be willing to relocate without an additional moving allowance.

- San Luis Obispo, CA
- Carlsbad, CA
- Denver, CO
- Oakland, CA
- Orange County, CA
- Pittsburgh, PA
- Portland, OR
- Santa Ana, CA