Sustainability Office Energy Project Student Technical Assistant

**Position**
The OSU Sustainability Office seeks a student employee to provide project management and technical support to sustainability and energy efficiency projects and programs. With two full time staff and five student workers, the Sustainability Office is the central support organization for sustainability efforts at OSU and serves the broader campus through a wide variety of services and programs. It is part of Capital Planning and Development, the department responsible for development and construction of OSU’s physical infrastructure.

Work schedule can be somewhat flexible depending on the student’s needs, but must remain responsive to workload. The successful candidate will work 10-20 hours per week during the academic year and 20-40 hours per week during summer, depending on workload, performing the following:

- Read OSU utility meters as part of OSU’s billing and conservation efforts. Tasks include gathering meter data at locations throughout campus and comparing data to past years.
- Help plan and manage energy and water conservation projects. This may include water conservation, watershed protection and surveying buildings for efficiency opportunities like steam pipe insulation and small equipment installation/modification.
- Perform field work and maintenance on OSU electric vehicle chargers and solar arrays.
- Maintain, transport and set up the OSU Solar Trailer. This includes safely towing and moving the Trailer, a 6000 lb., highly complex device.
- Join colleagues for various Sustainability Office outreach events and projects.

**Skills Required:**
- Experience with Microsoft Office, particularly Excel.
- Familiarity with energy and water saving technologies and building systems.
- Excellent interpersonal communication.
- Excellent precision and attention to detail.

**Skills Preferred:**
- Commitment to and general knowledge of basic sustainability principles.
- Project management experience, including reading construction documents.
- Coursework or experience with green building/infrastructure technologies.

**Compensation**
Hourly pay is $11.00 with periodic wage reevaluation. Employment begins spring 2016 and is ongoing assuming satisfactory performance. Preference will be given to applicants with availability through at least spring 2017.

**To Apply**
Send a resume and concise cover letter to brandon.trelstad@oregonstate.edu by 11:59PM Sunday, April 10. In your cover letter list your level of interest, skills and experience related to the bulleted items in this position announcement. Satisfactory driving record and background check are required for this position. This job is available for work-study and non-work-study students.