

Vacancy Notice



Notice of vacancy within the Onondaga-Cortland-Madison BOCES

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| Position: | Energy Management Analyst (<i>Days and hours will vary</i>) |
| Division: | Facilities |
| Location: | Office Thompson Rd Campus, 6820 Thompson Rd, Syracuse, NY (Travel is required) |
| Duties: | The Energy Management Analyst is responsible for analyzing energy consumption and recommending strategies to improve efficiency and reduce costs. This role evaluates building systems and infrastructure, supports energy conservation projects, and assists in implementing the agency's overall energy plan. |

Key Duties Include:

- Analyzing utility bills and energy usage data
- Assessing buildings and equipment for energy efficiency
- Supporting energy efficiency upgrades and conservation initiatives
- Operating Building Management Systems (BMS) and training staff
- Coordinating with district staff, HVAC professionals, and energy service providers
- Promoting energy awareness across the organization

Qualifications: Candidates must be reachable on the existing eligibility list. If there is no mandated eligible list, candidates will be considered for provisional appointment. Continued employment will be contingent on successfully passing the required examination and being reachable on the **Energy Service Analyst** eligibility list.

Minimum Qualifications:

- Associate's degree in a mechanical or electrical technical field with three (3) years of related experience; **or**
- Five (5) years of related experience in energy management, HVAC, or electrical trades; **or**
- An equivalent combination of training and experience

Salary: \$45,844 - \$51,435

Starting Date: As soon as possible

Closing Date: Two (2) weeks from the date Notice posted

To apply, please forward cover letter and resume to:

recruitment@ocmboces.org

Personnel/Recruitment Office

Onondaga-Cortland-Madison BOCES, PO Box 4754, Syracuse, NY 13221

Phone: (315) 433-2634 / Fax: (315) 433-2650

www.ocmboces.org

**Visa sponsorship is not provided*

Equal Opportunity Employer

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