

## Commissioning Engineer

### Job Description

Elara Engineering has immediate openings for qualified Commissioning Engineers. This position is to serve as a Commissioning Engineer on Elara's Energy and Commissioning Team which supports all of the company's product offerings with specific emphasis on performing a full range of commissioning tasks, conceptual engineering design, developing energy audits/analyses, and HVAC controls design.

### Qualifications

- Candidate must have a minimum bachelor's degree in engineering.
- Candidate must live in the Chicagoland area or be willing to relocate.
- Candidate must have a minimum of 3 years experience in commissioning, retrocommissioning, or monitoring based commissioning of commercial and/or industrial buildings.
- Controls design experience is a plus.
- Desire to build a growing commissioning team.
- Proven ability to communicate well in written and verbal communications.

### Primary Responsibilities

#### Commissioning

- Utilize CxAlloy to manage commissioning projects you are directly assigned to.
- Apply ASHRAE Cx standards and guidelines.
- Perform site visits to review construction checklists, perform functional testing, meet with contractors and owner's reps, and a variety of other commissioning tasks.
- Review controls submittals, graphics, and sequences of operations to identify issues and opportunities to improve system operation/efficiency.
- Write pre-functional and functional checklists.
- Perform a variety of retro-commissioning tasks tailored to project and client goals.
- Work with MBCx software vendors for implementation.
- Support Cx sales efforts through the review of proposal hours.
- Coordinate with utility incentive administrators and complete required paperwork.
- Develop team standards and practices.
- Work with design teams to identify improvements to designs and controls specifications based on commissioning experience.

### Secondary Responsibilities

#### HVAC Controls Evaluation and Design

- Perform site visits as necessary.
- Prepare controls design documentation utilizing AutoCAD or REVIT.
- Prepare written sequences of operation and bid documentation for controls projects.
- Conduct pre-bid meetings and oversee bid process for controls projects. This includes reviewing contractor bids, conducting contractor interviews and preparing a letter of recommendation.
- Oversee construction for controls projects. This includes submittal/shop drawing review, contractor payout review, site visits where necessary, etc.
- Provide consultation on controls design for controls projects led by other engineers. This may include design discussion, drawing support and the preparation of sequences of operation as deemed necessary.
- Work with select clients on controls including troubleshooting and design.



### Benefits

- Medical, Dental and Vision insurance
- Long Term Disability Insurance
- Life insurance
- 401K Plan
- Paid vacation, personal/sick and volunteer time
- Paid holidays
- Mentorship Program and Volunteer Program
- Bonus based on personal and company performance

**Note:** Travel outside the Chicagoland area is rarely required.