



Role Profile

Energy Engineer				Purpose			
Reference No.	A4809	Type	Individual	To provide designers and property users with the information, advice, support and actions necessary to enable them to employ energy efficient and renewable energy technologies in a manner which will ensure that the use of energy is managed and controlled in a sustainable manner for the benefit of the Council.			
Service	Property Services						
Job Family	Planning, Property and Assessors	Grade	FC8				
Task or Responsibility - For this role, there is an expectation that all, or a combination, of the following will be undertaken:				Person Specification: Skills, Knowledge, Qualifications or Experience - Criteria can apply to more than one task or responsibility			
Providing a leading role in the development of service and corporate strategy in relation to non-domestic buildings and environmental strategies.				Degree in an energy management or building engineering services discipline.		E	D
				Membership of an appropriate institution approved by the Engineering Council.		✓	✓
Identifying, evaluating and recommending a programme of energy efficient and renewable energy projects within the Councils non-domestic buildings to contribute to the delivery of the Councils climate change mitigation targets. This will include modelling the effect of a range of scenarios to inform option appraisal and project prioritisation.				Experience within a large organisation:			
				<ul style="list-style-type: none"> of the design, operation and maintenance of mechanical and electrical engineering equipment in a building services environment; <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> in the practical application of energy efficient and renewable energy technologies in a building services environment. 		✓	

E = Essential Criteria D = Desirable Criteria

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	Experience of policy development/appraisal	✓	
	Experience developing and implementing carbon accounting systems and audits (e.g. Carbon Footprint).		✓
Co-ordinating and managing applications and correspondence in relation to Government Grant Payment Schemes such as the renewable Heat Incentive.	Ability to work under your own initiative (Take Ownership)	✓	
Maintaining and managing district heating systems and the various sources of heat generation to monitor performance, efficiency and calculating the heat tariff to be charged across social and private households, commercial properties and social care establishments.	CIBSE Heat Network Consultant certification.		✓
Leading discussions and developing heat supply agreements to sell heat to external third parties in conjunction with Legal Services.	Effective communication skills (Focus on Customer)	✓	
Supervise and co-ordinate, in conjunction with the Lead Professional/Service Manager, a group of technical staff to identify and implement energy efficient savings opportunities and renewable energy solutions to ensure that the Council uses energy for maximum environmental and financial benefit.	Ability to manage staff, projects and organise workloads whilst working within deadlines (Work Together)	✓	
	Organisational skills	✓	
Providing specialist advice, guidance and support on Energy Management issues (including District Heating systems) to designers, internal and external to Property Services, to other Services of the Council and to users of Fife Council buildings.	Knowledge and experience of a range of research techniques related to energy efficiency and renewable energy technologies, climate change and low carbon issues.	✓	
	Knowledge of assessment/analysis of carbon mitigation techniques.	✓	
Consideration and assessment of proposed energy related Capital projects against qualification criteria for the Councils Energy Management Revolving Fund. Calculation and notification of funding sum which may be supported.	Experience in evaluating projects	✓	
	Experience of cost benefit and analysis of energy efficient technologies	✓	

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Preparing applications for grants or support funding for projects. Process successful applications in conjunction with energy management, Finance and other council Services staff. Maintaining an up-to-date knowledge of energy efficient and renewable energy technologies and techniques.	A comprehensive working knowledge and understanding of energy efficient technologies and practices and renewable energy technologies	✓	
Maintaining an awareness and remaining abreast of funding sources which are available to assist in the implementation of energy efficient and renewable energy technologies.	A knowledge of building construction and building services as they impact on energy consumption and CO ₂ emissions.		✓
Overseeing and assisting with the development and expansion of the Council's information technology based central energy monitoring and targeting system.	Good computer skills on a range of software applications including Microsoft Excel	✓	
Providing reports for a range of groups on energy consumption, cost and performance for the different levels of the organisation as required. Providing information required as part of the Public Bodies Duties Report.	Ability to demonstrate good communication presentation and report writing skills at appropriate levels to a wide range of audiences (Work Together)	✓	
Supervising and assisting with the preparation and production of Energy Performance Certificates and Energy Audit reports for Council buildings.	Knowledge of carrying out energy audits of buildings and experience of evaluating the data acquired and implementing the arising energy efficient actions.	✓	
Co-ordinating the provision of data to ensure the efficient management of energy contracts.	Experience in the use of energy management information systems.		✓
Liaising with energy suppliers and Procurement Service of the Council to ensure appropriate energy contracts are put in place.	Experience in energy/utility procurement and the establishment and operation of energy supply contracts.		✓
Ensuring compliance with relevant legislation and statutory requirements associated with energy matters.	Knowledge of national environmental policies, legislation and issues related to Local Government.		✓
Liaising with colleagues across the Council on the Local Heat and Energy Efficiency Strategies.	Ability to develop working relationships within the Council and other public sector bodies (Work Together)	✓	

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Complying with the Council's Scheme of Administration and Standing Orders.	Good knowledge of procurement rules and practice (Deliver Results)	✓	
	Ability to provide a regular and effective service (Take Ownership)	✓	
Contributing to achievement of the aims and values of the Service and the Council as a whole.	Knowledge of Local Authority governance and organisational management systems and processes e.g. Best Value.		✓

Additional tasks or responsibilities – this is a generic role, however this particular job may also require you to undertake the following:			
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Type of Protection of Vulnerable Groups Scheme (PVG Scheme) or Disclosure Check required
Before confirming appointment: You may be required to obtain PVG scheme membership or a Disclosure check. Please refer to the job advert for clarification of the specific requirement.

Additional Information – the following information is available:

- Skills Framework (if applicable)
- **How** we work matters

Expected Behaviours

Every council employee is expected to lead the way by making decisions and behaving in ways that uphold our community commitments and values.

Please refer to How We Work Matters Guidance to learn more.