



**Position Title: Retro-Commissioning Agent**

**Reports To: Director of Operations**

The Retro-Commissioning Agent provides on-site consulting services to improve the efficiency and functionality of building mechanical and control systems. Servidyne provides energy efficiency and demand response services and technology and project management solutions to the hospitality, corporate real estate, utility, governmental, and industrial markets that optimize facility performance at every stage of the lifecycle of a building. Servidyne differentiates itself in the marketplace as “building performance experts” by creating and promoting its unique capabilities to solve problems related to facility infrastructure, energy and productivity.

### **Retro-Commissioning Agent**

The primary responsibility of the Retro-Commissioning Agent is to provide on-site consulting services to assist in troubleshooting HVAC operational problems and control system functioning.

- Performs detailed on-site assessment of the present maintenance practices and operating strategies noting all possible deficiencies and improvements
- Identifies what documentation, drawings, data, and other information will be required
- Develops a building-specific commissioning plan
- Develops agendas and facilitates all commissioning meetings
- Submits progress reports and commissioning meeting notes to the project and facility manager as determined by owner
- Consults with clients to provide a technical and economic basis for equipment repair/replace decisions.
- Travel as required throughout the US (50% of time)

### **Position Qualifications:**

- Minimum 7 years experience as Service Technician, Controls Installer, Start-up Technician, commissioning Agent or Construction Manager with experience with HVAC controls, test and balance, design, construction or maintenance of HVAC systems.
- Positive attitude and proven ability to work in a team environment.
- Technical competence to perform the above duties and responsibilities.
- Requires knowledge of digital control systems as applied to building operating, safety, and security, engineering-level understanding of building systems, knowledge of facilities maintenance procedures, standards, and construction QA/QC and scheduling.
- Excellent written and oral communication proficiency to perform the above duties and responsibilities.

### **Compensation and Benefits**

- Reimbursed travel and entertainment expenses.
- Standard company benefits including healthcare, vacation, insurance and 401(k) plan