



Job Title: Fuel and Energy Manager

Job Summary

The Fuel and Energy Manager will act as a consultant regarding power and fuel services for the operations of the assigned facility.

Duties/Responsibilities:

- Provides expertise and guidance to operating departments on matters related to steam and power services.
- Maintains and tests equipment to determine flow pressures and temperatures of water, gases, steams, and other liquids in the facility's operating system.
- Prepares and distributes reports on steam and fuel consumed each month.
- Facilitates investigations into proposed changes and additions to plant equipment.
- Collaborates with the purchasing department and vendors regarding equipment upgrades and purchases.
- Arrange new supplies and negotiate tariffs with fuel providers.
- Carry out site inspections and energy surveys.
- Prepare detailed work schedules, feasibility studies and cost estimates, check site and ground conditions.
- Monitoring the Grid Officer on EDSA and grid reports.
- Keep up to date with legislation and environmental standards and ensure systems and processes comply.
- Develop technical expertise in all matters with energy and environmental control.
- Performs other related duties as assigned.

Required Skills/Abilities:

- Excellent verbal and written communication skills; English preferable, French added advantage.
- Excellent organisational skills and attention to detail.
- Strong analytical and problem-solving skills.
- Thorough understanding of or the ability to quickly learn power and fuel equipment in use at the facility.
- Knowledgeable on power in telecommunications.
- Ability to work under pressure with little or no supervision.
- Proficient with Microsoft Office Suite or related software.

Education and Experience:

- Bachelor's degree in Mechanical Engineering or related fields requires coursework in thermodynamics and hydraulics or highly preferred fields.
- At least four years of related experience are required.

Physical Requirements:

- Prolonged periods of sitting at a desk and working on a computer.
- Must be able to lift to 30 pounds at times.