Description of Work: The City of Fort Lauderdale Public Works Sustainability Division is seeking up to two individuals interested in gaining knowledge and experience in municipal sustainability and resiliency practices. The City’s 2018 Press Play Strategic Plan includes a goal to be a leading government organization, managing resources wisely and sustainably with specific performance indicators. The Sustainability and Climate Resilience Program in Public Works Sustainability Division is seeking help to track and analyze energy related data as well as perform other tasks. In particular, we are seeking assistance in the analysis of electricity usage and billing and an update of our renewable energy database. Applicants must be comfortable managing data and performing calculations in Excel. Successful candidates may also be asked to assist with research related to the development of sustainability or resiliency policies. They may also assist with tasks including but not limited to the following: review of water consumption data, determination of building characteristics, data entry into the USEPA PortfolioManager, graphing electrical use by building, calculating urban forestry metrics, and assisting in generation or tracking of other program metrics, such as greenhouse gas emissions and solid waste metrics.

Prerequisite Background and Skills: The successful candidates should have a minimum of two (2) years of undergraduate studies in Engineering, Sustainability, Accounting, or related fields in addition to a desire to apply their skills to supporting the City’s Sustainability and Climate Resilience Program. The candidates should be detail-oriented, organized, enjoy working with numbers, and be analytically minded. The candidates should have an interest in energy efficiency, sustainability, municipal processes, demonstrated ability to learn quickly, and must be proficient in Microsoft Office Suite, especially Excel. Graduate students are preferred.

Position Goals: The successful candidates will become familiar with the City’s sustainability and resiliency programs, improve skills tracking sustainability and resiliency metrics, and gain an understanding of municipal energy consumption analysis and management strategies.

Compensation: The employee will be compensated at a rate of $15.22-$17.00 per hour for 30 hours per week during the period of employment. Compensation is based on education and experience.

Duration: This position is temporary, with an end date no later than September 30, 2018.

Required Hours: Thirty hours per week during normal business hours including occasional evenings and weekends to participate in City sustainability events depending on availability. Weekly schedule to be arranged.

Supervisor: Ann Livingston, Principal Planner in Sustainability, alivingston@fortlauderdale.gov

To Apply: Interested parties should contact Terri Adjodha, tadjodha@fortlauderdale.gov (954-828-5715) for instructions on how to submit a resume. Applications will be reviewed in the order received. Qualified applicants will be interviewed.