

Job Description: Vice President of Quality & Construction Operation Renewable Energy Systems:

The primary company representative responsible for the overall direction, completion, and financial outcome of all construction projects. Oversees the project management and construction team related to contract administration, change orders, submittals, procurement coordination, project financial projections, and schedule requirements to ensure projects are completed in a quality, profitable, and safe and zero incident manner. Maintains a relentless focus on meeting and exceeding customer needs and expectations. Builds business with current customers by delivering on commitments and creates new business with potential customers in a proactive manner, promoting all of our construction services. This position is the senior manager for project management staff and the on-site field representatives for the company's construction projects. The VP of Quality & Construction Operation shall be responsible for managing multiple installations at any given time.

SPECIFIC RESPONSIBILITIES INCLUDE (BUT ARE NOT LIMITED TO) THE FOLLOWING:

- Implement corporate policies, procedures, and organizational structure within the framework of corporate policy.
- Assist in the establishment and insure compliance of short-term and long-range goals with overall corporate objectives.
- Plan, staff, and supervise all assigned work unit activities through subordinate managers to insure a cohesive operational unit.
- A seasoned Project Executive with proven ability to select, lead, and support the development of people easily recognized by employees as an approachable Leader who understands the value of teamwork to increase productivity and corporate performance.
- A positive thinker, enthusiastic, optimistic team player with contagious desire that inspires the team toward shared goals and purpose
- Provide advice, guidance, and direction to subordinate managers toward their professional development.
- Coordinate and confer with professional staff to resolve operating problems and difficulties, and authorize department operational procedures within corporate framework. May serve as management team member.
- The Ideal Candidate will have an entrepreneurial flair, passion for Business and thrive on action- packed growth fueled by creating an atmosphere of successes in past positions of responsibility
- Strongly demonstrated leadership and communication skills involving employees, customers, peers, and suppliers.
- Strong work ethic; e.g. roll-up your sleeves leader
- Perform additional assignments as required by the needs of the company, or as an owner/partner of a corporation.
- Highly focused, organized, analytical thinker who is used to substantial autonomy while ensuring strong customer relationship and communication.
- Flexible to new ideas and new directions.
- Must be articulate, resourceful and focused. One who exhibits patience, perseverance and persuasiveness
- Pre-plans the installation of the company solution and reviews the contract documents to ensure compliance with all required provisions
- Provides direction to on-site management and sets the direction for subcontractors and trades
- Manages safety and quality control program ensuring contractor compliance with the company, customer, and government safety guidelines
- Provides feedback to Operations and Design Engineering team.
- Oversees the closeout of the projects and is engaged through commissioning and the handoff process with O&M

- Implement the Quality Control (QC) program and manual to be used on all company Net-Zero Energy Homes or Solar Energy System projects and accepted by financial institution technical advisors.
- Strong Negotiation Skills required
- Ability to lead discussions regarding EPC, PPA, Interconnection and Site Lease Agreements
- Experience managing the bidding process with multiple trade partners.

Education:

- Four-year apprentice program in Construction Management, Engineering, Building Construction Technology, Architectural Engineering, or similar.
- A minimum of 5 years of applicable residential DC and AC solar energy systems experience required.
- Breadth of experience in construction, engineering, and project management is preferred.
- Ability to plan, organize and coordinate multiple projects in addition to management of day to day operations.
- Must have experience directly supervising and managing staff. supervising and managing staff.
- Excellent technical, interpersonal and analytical skills required.
- Strong literacy in MS Word and Excel, PowerPoint
- Strong computer systems knowledge.
- Highly organized and excellent time management skills.
- Strong customer service skills required. Must be able to meet Client needs.
- Must be able to challenge Architects and Engineers; needs to understand design flaws, recognize them and make quick changes to insure problems do not occur.
- Excellent communication skills (written reports/analysis and oral presentation).
- 2+ years of Commercial or Utility Solar experience preferred
- Experience with electrical systems and wiring is strongly preferred

Licensing/Certification/Training:

- Candidate is required to be a licensed master electrician in Texas.
- Candidate is required to be a NABCEP solar installer current license

Other Skills and Style Critical to Success

- Well-developed and professional interpersonal skills; ability to interact effectively with people at all levels of the organization, as well as outside customers and vendors.
- Ability to work in a team environment with a customer service focus.
- Organizational skills needed to manage time well, prioritize effectively, and handle multiple deadlines.
- Capable of working on multiple projects at the same time
- Carries a passion for detail under varying conditions of stress
- Highly organized, self-starting individual that is able to multi-task, prioritize and manage several projects and initiatives at one time
- Enjoys building a business, creating structure and possesses a willingness to lead development of processes and procedures
- A high level of personal integrity and a strong work ethic
- Excellent written and verbal communications skills

Contact:

Human Resources

Eco Estates Homes

info@ecoestates.us

Job Description: LEAD SOLAR INSTALLER/JOURNEYMAN ELECTRICIAN

Currently hiring a Lead Solar PV Installer and a multi-faceted TX State Licensed Journeyman Electrician whose duties would include solar installs.. You must be a mechanically minded individual to work in the field installing residential and light commercial grid-tied photovoltaic (PV) systems. The Lead PV Installer will be responsible for managing and installing the photovoltaic system from beginning to end. In this position, the Lead PV Installer will: coordinate with operations manager, work side by side with other crew members and install all photovoltaic system components, while managing the installation of a fully functional photovoltaic system. The overall goal of the Lead PV Installer is to work with field personnel to achieve completion of the project with the highest level of safety, quality, efficiency and conformance to the original plans and specifications.

Responsibilities (included but not limited to):

Review project plans and drawings and ensure that the project is built according to design.
Work with crew members to complete projects within established policies and procedures
Assemble the solar array racking, properly seal all roof penetrations, and install all relative equipment
Set up solar monitoring system
Maintain high levels of quality assurance and quality control with an emphasis on safety
Diagnose and troubleshoot system malfunctions and operational issues

Communicate with customers in a professional, considerate, and respectful manner, answering all questions and concerns to the best of your ability

Qualifications:

3+ years of previous solar installation experienced required (applicants with no solar and or no extensive electrical experience will not be accepted and or reviewed)
Experience installing both roof and ground mount systems.
Experience with micro and string inverters as well as setting up monitoring systems.
NABCEP Certification preferred
Journeyman Electrician Certification in the State of Texas
General construction knowledge to include: roofing, electrical, and carpentry skills
Experience with electrical work involving up to 600 VDC and 480 VAC
A working knowledge of National Electrical Code (NEC), Uniform Building Code (UBC), local & utility jurisdiction requirements
Experience complying with OSHA safety requirements and regulations
Must have full range of mobility in upper and lower body; ability to work in various positions & environments, including, but not limited to, stooping, standing, bending, sitting, kneeling and squatting for extended periods of time
Ability to lift, pull and push materials and equipment weighing approximately 50 pounds on a frequent basis
Professional appearance and excellent customer service
Hard working attitude
Great attention to detail
Good Attendance
Extremely reliable
Maintain valid Driver's License and clean driving record
Initial background check and drug screening required

Job description - Quality Assurance Specialist (QAS)

The Eco Estates Homes Quality Assurance (QA) team is comprised of industry leading residential PV experts who ensure that as Eco Estates Homes scales and expands to new markets across the country we continue to deliver high-quality, code-compliant, and aesthetically-pleasing solar installations for each Eco Estates Homes customer.

As part of the QA team you will directly impact the quality of thousands of installs. You will collaborate with Eco Estates Homes experts in design, install, and product to set and enforce standards which influence build quality for a significant portion of the US residential PV market.

An Eco Estates Homes **Quality Assurance Specialist (QAS)** is a solar and energy efficiency eco-program (solar attic fans, radiant barrier, insulation, weatherization seal, attic tent, etc...) installation expert who remotely reviews quality and controls costs for a high volume of residential PV installations completed by Eco Estates Homes' Preferred Installer Network (PIN). QAS provides technical leadership by documenting and sharing the most efficient installation practices within Eco Estates Homes' installer network and subcontractors.

They ensure installation quality through remote Quality Assurance Reviews on 100% of Eco Estates Homes installations and through the creation of Installation Best Practice Guides and Technical Updates.

Responsibilities

Quality Control

- Review post-installation photos and documents to verify high-quality, code-compliant, and aesthetically-pleasing solar installations for each Eco Estates Homes customer
- Support Eco Estates Homes Field Managers by helping them communicate with Preferred Installers regarding missing documentation and any open installation quality or safety issues
- Hit daily and monthly volume targets
- Provide an accurate quality review as measured by ensuring a minimum number of customer service cases are created for installer error on projects you review
- Communicate and review with customers on the schedule, quality, start and close out of installation

Cost Control

- Review change orders for Installation Work Orders (IWOs) to ensure the IWO reflects actual equipment and labor costs
- Collaborate with our Accounts Payable and Project Management team to ensure accurate and timely payment to the Preferred Installers
- Share best practices with Eco Estates Homes management in order to help save money via better design, technologies, and processes

Technical Writing

- Document Eco Estates Homes installation best practices by creating photo and diagram based how-to documents and technical updates that are easily understood by our diverse network of partner installers

Desired Skills and Experience

Qualifications

- High school diploma or equivalent required, AA or BA/BS/MA degree preferred
- NABCEP professional installer license preferred
- 2+ years in the solar electric industry, either as a system designer or a PV installer
- Expert understanding of PV systems, including relevant codes (NEC 2008/2011/2014), design, permitting, and installation methods at the local, regional, and national level
- Ability to read and interpret solar building and electrical plans
- Ability to translate complex electrical, roofing, and construction best practices into simple and easy to understand training documents

Key Competencies

- Advanced computer skills, including experience with CRM applications (e.g. Salesforce) and the MS Office software suite, MS Project, MS Visio.
- Proven problem-solving capabilities through identification of deficiencies and execution of solutions

Demonstrates effective leadership skills

- Pragmatic business mind, including well-developed instincts on making a judgment call yourself versus escalating an issue
- Demonstrated excellence with both verbal and written communication to a varied audience, including field personnel and senior management
- Ability to work independently, efficiently and proactively on multiple projects under tight deadlines while maintaining sense of humor and commitment to quality
- A balance of good-natured informality and professionalism

Apply: info@ecoestates.us, reference "Solar QA Specialist" in subject line, attach your resume

Contact:

Eco Estates Homes
info@ecoestates.us

Job description- Marketing Administrative Assistant- Entry Level

Position

A full time role now exists for a highly motivated and self-directed marketing and administrative assistant at a very successful professional solar and net-zero energy homes builder company located in Austin, TX. It will suit someone with at least 6 months administration experience and looking for a new challenge in the renewable energy industry.

Working Monday to Friday in normal business hours, the primary focus of your role will be to provide administrative support to the team, field incoming client enquiries, updating website and social web networks, preparation of documents, stationery orders, accounts data entry, file management, and other general office duties, you will also have the opportunity to provide backup to the Executive Management Team and learn the accounts side of the business.

We are seeking a professional candidate that meets the following criteria:

- High school diploma or equivalent required, 2 years Associate degree preferred, or just graduated with a BA, BS at a 4 years university is a plus.
- Speak and write English fluently
- A strong, professional work ethic
- The ability to take ownership of a job from start to finish
- Excellent computer skills
- Strong interpersonal skills and must be a great team player
- A willingness to go the extra mile for clients/customers and a willingness to learn.
- At least 6 months experience in an administrative / reception role
- Excellent administrative skill with experience in data entry, filing, taking and screening calls, purchase orders, registers and spreadsheets, Experience with MS Office - Word, Excel, Outlook
- Excellent written and verbal communication skills as well as good spelling and grammatical skills
- Very good organizational and time management skills to meet deadlines and to also the ability to be self-directed in your work
- A calm, focused and team-oriented personality
- A willingness to assist at conferences, presentation at customer's site, etc... after 5 pm on weekday and on anytime on the weekend
- Perform additional duties as needed

On offer is the opportunity to make experience and also to be part of a growing business in an enjoyable and supportive work environment.

How to apply.....

If you're looking for role that will provide you with a successful career, then be quick to apply! Apply: info@ecoestates.us, reference "Marketing Admin Specialist" in subject line, attach your resume

Job description- Solar Processing specialist- Entry Level

Your Role

Eco Estates Homes is seeking applicants to manage the process to go from a customer sale to a fully-functioning solar array. In this position, the Process Specialist will oversee local-level permitting requirements, utility-level process steps, and state- and federal-level incentive applications. This position requires collaboration across functions and interaction with employees at varying levels of the organization. We are looking for a detail-oriented individual who will produce a quality product in a short timeframe and will be able to take on additional responsibilities within our growing organization as they present themselves.

Responsibilities

- Manage customers throughout the process of obtaining solar on their home
- Compile and complete building permits, interconnection documents, and rebate applications
- Submit appropriate documents to proper authority for permitting approval
- Accurate documentation and tracking of work completed
- Research state, county, city, and utility-level requirements to operate in new markets
- Perform additional duties as needed

Requirements

- High school diploma or equivalent required, 2 years Associate degree preferred, or just graduated with a BA, BS at a 4 years university is a plus.
- Ability to work in a fast-paced environment
- Extreme attention to detail
- Organization skills
- Ability to utilize online resources for research
- Ability to adjust to fulfill the company's needs
- Excellent written and verbal communication skills
- Familiarity with Adobe Acrobat and Microsoft Office (Mainly Excel)
- Thrive in a team environment

Compensation/Benefits

Compensation based on skills & experience
Career path opportunities for top performers
Location: Austin, TX

Apply: info@ecoestates.us, reference "Solar Process Specialist" in subject line, attach your resume