

Residential Solar Project Manager

The Residential Solar Project Manager is responsible for establishing the schedule and adhering to the budget of residential-scale solar construction projects, and ensures that milestones and deliverables are met on time throughout the life cycle of each project. Of utmost priority is the ability to execute projects from signed contract through to passing final inspection as efficiently as possible. The Manager could handle multiple projects simultaneously at various stages of development and construction - projects could be located locally and state-wide.

Responsibilities

- Coordination of installation schedules
- Management of staffing to ensure on-time completion
- Be the single point of contact with customers and solar crews throughout projects
- Bridge communications between solar crews, customer, utilities and agencies, sales, design and office staff through all phases of all projects
- Assist office staff with job scheduling and organizing personnel
- Complete all permitting and pre-construction planning before projects begin
- Oversee the purchasing department to ensure timely procurement of materials and services as needed
- Ensure all job notes and photo documentation are complete and available online to crew prior to job start
- Verify that interconnection paperwork has been filed on time and complete
- Be on-site during installations as necessary
- Ensure all field personnel adhere to established safety procedures
- Perform daily check-ins with crew leads to gauge project progress
- Provide progress reports and other status updates to client and management as necessary
- Direct and assist PV technical support staff to resolve troubleshooting issues relating to installations
- Ensure that corrections, if any, are completed immediately to ensure final inspection passes
- Ensure quality standards are met
- Follow project budgets and track project costs using established systems and processes.
- Maintain project records and utilize provided tools
- Constantly update entries in Artisan's Customer Relations Management (CRM) Database

- Commit to providing the highest level of customer service and employee support possible

Minimum Qualifications

- 2+ years solar project management experience with projects of at least 10 kW+
- 2 years residential construction and project management background required
- Solid understanding of Project Management processes and skill sets
- Excellent record-keeping and organizational skills
- Articulate and personable, with excellent verbal and written communication skills
- Ability to problem-solve both personnel and project issues
- Demonstrated ability to multitask and work in a fast-paced office and field environment
- Formal training or classes in project management or related field
- Proficiency with computers and standard office software required
- Washington State driver's license
- OSHA 30 Certification

Preferred Qualifications

- Project Management Professional (PMP)® Certification
- North American Board of Certified Energy Practitioners, Inc. (NABCEP®) Certified
- Washington State current licensed Journeyman Electrician
- "Competent Person" construction safety training

Physical demands include the following

- Able and willing to drive for several hours per day when required
- Comfortable on ladders at heights of up to 40 feet
- Able to lift 35+ lbs.

Compensation

Compensation package commensurate with experience. Package includes a base salary, commission on net profitable jobs that meet specified criteria, medical and dental insurance available after 60 days of service, paid time off and two weeks paid holiday per year. Company vehicle provided.

How To Apply

Fill out the online job application at www.artisanelectricinc.com/resi-pm-job-opening

Only resumes with cover letter and salary requirements will be considered.

References will be checked for final candidates. No phone calls please.

About Artisan Electric Inc.

Artisan Electric is a full-service IBEW union electrical contractor specializing in turnkey residential and commercial solar photovoltaic (PV) systems. We are committed to providing a fun, healthy and safe work environment for all our employees. Artisan was established in 2007 on Vashon Island, and moved to the Georgetown neighborhood of South Seattle in 2013. We are widely regarded as an industry leader in quality installations and practicing what we preach. We are committed to improving and pushing the industry forward in all aspects of the sales and construction cycle.

For more information about Artisan Electric, check us out online at www.artisanelectricinc.com