

Solar Operations Specialist

My Generation Energy is seeking a motivated, self-starter with excellent time-management skills, who excels in a fast-paced environment, and enjoys contributing to a team focused on delivering quality solar solutions.

Roles & Responsibilities:

- Coordinate and schedule inspections with town inspectors.
- Be present to meet with inspectors during inspections.
- Build and maintain positive relationships with municipalities and relevant organizations.
- Run permits and post required documentation at job sites.
- Commission solar equipment
- Communicate permit status with customers, the office team, and the sales team.
- Run equipment as needed to various job sites.
- Conduct general technical research to support operations.
- Assist with building solar arrays and performing Enphase activations.
- Develop processes to improve efficiencies
- In office commercial and residential system troubleshooting
- Create and assign service tasks to field service technicians
- Additional duties as assigned.-

Qualifications & Experience:

- Experience with building departments is preferred.
- Strong interpersonal and communication skills (written and verbal).
- Excellent organizational, time management, and prioritization abilities.
- High attention to detail and thoroughness in all tasks.
- Experience in solar and/or electrical is a plus but not required.
- Minimum of 2 years of office experience.
- Proficiency with Microsoft Office Suite, SiteCapture, and Salesforce
- Valid driver's license required.
- Access to a company vehicle provided.
- This position requires the candidate to work both in the office and in the field as needed.
- This role involves interacting with customers, business partners, and town officials requiring a candidate who can consistently represent the company in a professional manner.

Send resume to jennifer@mygenerationenergy.com