

**NOW HIRING!**  
**Account Manager**  
**Edison, NJ**

The Account Manager will ensure positive and proactive partner relationships with the contractor, rater, and builder community within the Residential Energy Efficiency Programs under the New Jersey Clean Energy Program (NJCEP). This position will require excellent verbal and written communication skills to provide training and guidance for the participating trade allies within NJCEP.

The ideal candidate will be adept at developing, facilitating, and nurturing excellent business relationships, providing training and guidance on operational processes and coordinating technical support. The Account Manager will drive program successes by pursuing new and existing partnership opportunities involving participating contractors, Program Partners, and other entities.

### **Job Description**

- Manage trade allies and Program Partner relationships. Present program goals and opportunities, develop/facilitate/nurture business relationships, and explain technical/operational processes to participating contractors, and program partners.
- Work with program managers to establish performance goals for participating trade allies and monitor progress toward goals.
- Identify and recruit potential contractors, raters, and builders to ensure the program can meet or exceed its program goals.
- Identify and support existing trade allies who have the potential to increase their program output to increase their conversion rates.
- Stay current on all program policies, procedures and new initiatives to ensure Program Partners are aware of all current program guidelines, incentives and requirements and are properly equipped and trained to participate in the program.
- Provide and/or coordinate contractor training, in classroom or one-on-one as needed.
- Develop advanced technical knowledge in energy efficiency and building science.
- Track and enter all required program data related to participating trade allies in an accurate and timely manner. Provides proper and timely reporting of program progress
- Make public presentations at industry/trade conferences and promote NJ Clean Energy Programs.

### **Additional Job Description**

- Bachelor's degree in related discipline or equivalent experience. A current BPI certification is preferred.
- 5-7 years' experience selling or managing projects in residential new construction, home improvement, or HVAC; or 3-5 years administering energy conservation programs.
- Strong client relationship management skills and enthusiasm for energy conservation.
- Ability to effectively communicate technical and program concepts to trade allies, consumers, and other interested stakeholders.
- Excellent interpersonal skills as well as excellent presentation and writing skills.
- Ability to work independently and in a team setting.
- Computer proficiency, experience with Windows-based office applications required.

### **Equal Opportunity Employer**

*As an Equal Opportunity Employer, we are committed to ensuring equal employment opportunities for all job applicants and employees. Employment decisions are based upon job-related reasons regardless of an applicant's race, color, religion, national origin, marital status, age, sex, gender identity, sexual orientation, status as a qualified individual with a disability or protected veteran, or any other protected status.*

*The above job description and job requirements are not intended to be all inclusive. CLEAResult retains the right to make changes or adjustment to job descriptions and/or job requirements at any time without notice.*

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