
Job description

Rooftop Solar
515 N. Beaver St.

Flagstaff, AZ 86001
928-213-5670

Job Opening: Solar Project Manager

Job: Solar Project Manager
Full Time: 40 hours/week

Vision

To be an integral part of a dynamic team that is managing the installation of solar and battery projects.

Mission

Our mission is to re-energize our communities one customer at a time. We create, grow and serve a sustainable community for both customers and employees alike by offering renewable energy alternatives.

Position Description

The Project Manager will manage residential PV and solar battery installations and commercial solar projects from start to finish. This person will be responsible for project planning, construction and client relationship management, from contract to commissioning. The ideal candidate is great at interfacing with clients and also adept at detailed construction management.

Some of the duties of this position include:

- Contract in-take and project schedule creation
- Management of subcontractor RFP process, scope of work creation and scheduling
- Communication with client
- Budget tracking and progress reporting
- Oversight of permitting with AHJ and utility

Required Skills:

- Experience in project management
- Experience with spreadsheet, gantt chart and Word doc creation via Microsoft Project

- Great communication and interpersonal skills
- Positive attitude, self-motivated with a desire to learn and take on new things
- Great organization and attention to detail with an orientation toward processes and solutions
- Desire to go the extra mile with dedication to the mission and team

Preferred Skills

- Electrical and/or Solar Experience
- Construction Experience
- Project Management certification

Remuneration:

- Hourly: \$18 - \$25/hour based on experience, Health, Vision, Dental Benefits, Vacation and Paid Time

Off, Retirement Plan - IRA, Annual Profit Share/Bonus

Job Type: Full-time

Pay: \$18.00 - \$25.00 per hour

COVID-19 considerations:

Must be vaccinated

Must live in the Flagstaff, AZ area

No relocation assistance