



Job Title: Data Analyst
Location: Dover, Delaware
Reports to: Executive Director

Summary of Position

The Delaware Sustainable Energy Utility, Inc., d.b.a. Energize Delaware, is a non-profit organization with a mission to inspire sustainable energy solutions for a thriving environment and economy. Energize Delaware is seeking a highly analytical and mission-driven professional to serve as a Data Analyst and Pilot Programs Manager. This position will be dual roles with primary responsibility for data, data reporting, program evaluation, manage pilot programs, and support the Evaluation, Measurement, and Verification (EM&V) Program Manager.

Responsibilities:

Responsibilities are not intended to be an exhaustive list of all job duties, they are descriptive and not restrictive, the employee may complete job duties of a similar kind not specifically listed here.

- Reports to the Executive Director but works with a significant degree independence
- Participates in developing and recommending goals and objectives that will have impacts statewide
- Assists with data collection, validation, management, and reporting across all programs.
- Develops dashboards, program performance tracking, or other program data visualization
- Support data reporting requirements
- Ensure data integrity, transparency, and confidentiality
- Collaborate with team members to improve data collection processes
- Support ongoing data quality assurance efforts
- Participate in team meetings to share insights and findings
- Stay current with industry trends and best practices in data analysis
- Manage pilot programs based on organizational goals and our strategic plan
- Identify opportunities for innovation and equity in pilot programs
- Establish application cycles for pilot programs and R&D grants

Knowledge and Skills:

The intent of the listed knowledge, skills and abilities is to give a general indication of the core requirements; they are not exhaustive or necessarily inclusive.

- Knowledge and understanding of energy efficiency and renewable energy industry
- Background in data analytics, energy policy, or related field
- Knowledge of energy savings calculations (kWh, MMBtu, and others)
- Strong proficiency in Excel and data visualization software
- Ability to engage multiple program partners and stakeholders
- Strong analytical skills and attention to detail
- Strong written and verbal communication skills
- Ability to translate complex data to non-technical audiences
- Experience with Power BI or related software a plus
- Experience with Energy Orbit or Salesforce preferred
- Experience in program or grant management
- Ability to work collaboratively in a team environment



To Apply:

To be considered for this position, interested candidates must submit resume, cover letter, and salary requirements to info@deseu.org. The position will remain open until filled.