



## Project Development Engineer

### Job Scope

The Project Development Engineer (PDE) role is pivotal in supporting the creation and execution of new projects through detailed auditing, optimized design, and proposal development aimed at achieving superior visual environments and financial returns. The PDE works closely with Sales, Operations, vendors, and customers to manage multiple projects concurrently, often with the support of a Project Manager or Associate Development Engineer. This position involves travel, typically averaging 2.5 days per week.

### Responsibilities

- Conduct Lighting Audits:

Receive directives from the Director of Engineering to initiate audits, ensuring alignment with Proposal Review timelines.

Conduct client interviews to complete the "Pre-Survey Client Questionnaire"; and establish project requirements.

Lead comprehensive audits, including room-by-room fixture counts, photos, and light meter readings, collaborating with Auditors, Project Managers, or Sales when necessary.

Enter survey data into SnapCount or coordinate with Project Managers/Auditors for data entry.

Manage a team of auditors for larger projects to ensure the accuracy and completeness of the audit.

### Engineer and Develop Proposals:

Utilize engineering processes to optimize lighting designs for compliance with Title 24 and ASHRAE standards, ensuring energy efficiency and reduced maintenance costs.

Employ lighting design software (e.g., AGI) to engineer multiple solutions, facilitating unique sales presentations.

Input ECM (Energy Conservation Measures) recommendations into SnapCount to generate comprehensive proposals, including bills of materials, budgets, and energy profiles.

Collaborate with Sales and Installation teams to confirm labor and wage assumptions, including Prevailing Wage requirements if applicable.

Calculate potential rebate savings and/or EPACT deductions where relevant.

Validate financial and pricing details with the Director of Engineering and Vice President.

Present proposals to customers alongside the Sales team, ensuring clarity and alignment with customer needs.

Lead internal Proposal Reviews with Operations and Engineering to finalize budgets and ECM considerations.



Stay informed about emerging lighting and lighting control technologies to integrate into project designs.

Oversee Sampling Processes (as needed to secure sales):

Identify sampling opportunities in collaboration with Sales, selecting the most strategic customer samples.

Coordinate with vendor's purchase order and receive sample materials.

Organize work orders and schedules with Operations to facilitate sampling.

Conduct sampling with Project Managers and Installation Crews, ensuring alignment with project objectives.

Update savings analysis and prepare Savings Verification Binders to support project validation.

Verify specific fixture types during sampling to confirm the suitability of ECM choices.

Facilitate Project Charter Meetings:

Collaborate with Sales and Project Managers to review final project scope, budget, and timelines.

Develop necessary drawings to guide installation crews during project implementation.

Prepare final bills for materials and labor requirements in coordination with purchasing and project managers.

Define equipment needs and assumptions for project execution.

Manage and Mentor Assigned Reports:

Provide coaching, training, and ongoing development for Associate Development Engineers, Project Development Engineers, or Auditors assigned to the PDE.

Assign daily tasks and oversee the completion of work by team members, ensuring quality and accuracy.

Conduct regular reviews of team members' work and provide feedback for improvement.

Collaborate with the Director of Engineering for annual performance evaluations and professional development plans for team members.

## Requirements

- Bachelor's degree in Engineering, Architecture, or a related field.  
3-5 years of experience in project development, engineering, or a related discipline.  
Proficiency in lighting design software (e.g., AGI, SnapCount) and strong analytical skills.

As an EEO/Affirmative Action Employer all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, veteran status.



Excellent communication and presentation skills.

Ability to manage multiple projects simultaneously, with strong organizational and leadership capabilities.

Willingness to travel approximately 50% of the time.