



JACOB K. JAVITS CONVENTION CENTER OF NEW YORK®

Job Title: Energy and Sustainability Manager

Department: Facilities

Supervisor: Kenneth Sanchez, SVP Facilities Management

Human Resources Representative: Melissa Vele, Director, Human Resources

Applicants can submit their resume via: fax (212 216-4484), e-mail hronline@javitscenter.com or mail to Human Resources, Jacob K. Javits Convention Center of New York, and 655 West 34th Street, NY, NY, 10001.

Job Summary:

Lead the development and execution of broad-based, company-wide strategic energy and sustainability initiatives throughout the Javits Center. Ensure that the Javits Center's energy and sustainability efforts enhances business performance, supports the long-term interests of the New York Convention Center Operating Corporation and meets or exceeds all New York State "Green Initiatives".

Main Areas of Responsibilities:

Lead the effort to implement an energy and sustainability program for the Javits Center encompassing people, profit and planet.

Become familiar with and enhance the Center's utilization of the resources available through the NYS Interagency Committee on Sustainability and Green Procurement and other state and local agencies.

Assess the Javits Center's current sustainability performance in: reduction in the uses of toxic substances and pollution; solid waste reduction; recycling; energy efficiency; use of renewable resources; conservation of water and other natural resources; use of "green" commodities, services and technologies and other areas.

Apply industry "best practices" and successful practices at comparable venues with the goal of making the Javits Center an industry leader in sustainability.

Formulate action plans to improve and achieve sustainability objectives, including the creation and implementation of internal controls and measurement systems to support sustainability objectives.

Reduce "average source energy use intensity" in accordance with Executive Order No.88.

Secure senior-level management support for integrating sustainable development into core business processes.

Foster a company-wide culture of sustainability through ongoing organizational communications and education.

Facilitate internal and external communications and visibility as the company spokesperson on energy and sustainability issues.

Build effective partnerships with customers, colleagues and other external organizations to support energy and sustainability efforts.

Education & Experience

Graduate of an accredited college or university with a degree in Sustainability, Environmental Engineering, Mechanical Engineering or Environmental Science. Experience in environmental issues and LEED building initiatives.

Knowledge, Skills and Abilities

- Excellent communication skills, written, verbal and presentation skills
- Strong problem solving and analytical skills
- Strong teamwork and interpersonal skills
- PC skills to include Microsoft Office (Excel, Access, Word and PowerPoint)
- Ability to interact in a professional manner with customers and colleagues
- Demonstrated ability to manage multiple tasks and assess priorities effectively.

