

**Job Title:** Scientist I (Energy & Water Management)

**Job Location:** NASA's Kennedy Space Center, FL

**Job type:** Regular, Full-time

**Job Classification:** Exempt

**Where to apply:** [www.imssf.com](http://www.imssf.com)

THIS POSITION IS CONTINGENT UPON CONTRACT AWARD

**Job Duties/Functions:**

Environmental Scientist will support the NASA Principal Center for Energy and Water Management. Agency task plans set requirements annually, however, at a minimum support includes:

- In coordination with Government, support the planning and execution of the NASA Energy and Water Efficiency Panel (EEP).
- Support the coordination and preparation for the energy/water awareness and outreach campaign communication materials.
- Support the development of energy/water outreach themes, priorities and outreach campaign materials.
- Support the Government in preparing for and conducting NASA Environmental and Energy Functional Reviews (EEFRs).
- Provide technical support to NASA and Agency personnel in energy and water program areas including but not limited to data calls, reports, and external reporting.
- Participate in energy/water teleconference calls.
- Support the organization and facilitation of the NASA EEP Video Teleconferencing System (ViTS) meetings.
- Participate in NASA HQ EMD energy/water policy and planning working groups, develop strategies, and provide recommendations.
- Review the NASA energy/water management program guidance handbook, propose changes, and update handbook.
- Review changes to Federal requirements and Federal guidance regarding energy/water management, evaluate potential impacts to NASA operations and provide recommendations to NASA HQ EMD on methods to ensure compliance with the new requirements or guidance.
- Provide editing and finalization of technical documentation that supports the Energy/Water Management Program, including NASA Procedural Requirements (NPRs), NPR guidance, and plan documents, to ensure data integrity, accurate technical information, and quality of document.
- Facilitate the collection, storage, and reporting of energy and water information in the NASA Environmental Tracking System (NETS).
- Support the NASA HQ Information Technology (IT) contractor and NASA HQ EMD to perform updates of NASA's energy/water SharePoint site and public-facing NASA Web Sites.

- Provide support to develop, maintain, improve, expand, and update energy/water conservation performance management tracking tools and dashboards.
- Support the development, maintenance and implementation of a data management plan.
- Participate in NASA Headquarters Sustainability Working Group (HQ SWG) meetings.
- Support interagency Energy Independence and Security Act 432 Compliance Tracking System compliance working group meetings and interagency Renewable Energy Working Group meetings as needed.

### **Education/Training:**

Bachelor's degree in applicable field (science, environmental or civil engineering, environmental management, or a closely related discipline).

At least 3 years professional work experience related to energy and water conservation and management is essential.

### **Knowledge/Skills/Abilities:**

- Familiarity and experience with Federal regulations associated with Energy and Water Management and Conservation.
- Familiarity and experience working with NETS, SharePoint and Websites.
- Experience in auditing energy and water management programs is preferred.
- Performs most assignments independently with customer instructions as to the general results expected.
- Excellent interpersonal skills necessary Professional experience dealing with government agencies is desirable.
- Capacity for data reduction and analysis of technical data using varying techniques including spreadsheets and statistical analysis.
- Requires excellent oral and written communication skills and capacity for independent research and compilation of information relevant to program objectives from published data and regulatory guidance documents.
- Strong proficiency in Microsoft Office Word, Excel, PowerPoint; proficiency in MS Access and statistical software a plus.
- Self-motivated, highly organized, and works independently without direct supervision.
- Strong time management skills, with the ability to simultaneously work on and manage multiple tasks with tight deadlines.
- Detail oriented and resourceful.

**Working Conditions:**

Office environment

Some travel may be required, at times with short notice.

Must thrive in a team atmosphere and effectively work in a cross-functional environment with all levels of employees and management. General office environment may require minor lifting and bending.

Complies with all Company safety policies and site-specific safety procedures. Participates in and supports the KEMCON safety program. Ensures safe operating conditions within area of responsibility. Identifies potential hazards, concerns, and safety incidents and reports to supervisory personnel.

*We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law.*

*IMSS is a drug-free workplace.*