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| <b>Title:</b>              | Commissioning Project Manager                                                                 |
| <b>Category:</b>           | Building Performance / Engineering Consulting                                                 |
| <b>Job Type:</b>           | Full Time, Salaried (exempt)                                                                  |
| <b>Minimum Experience:</b> | 5+ years' related experience                                                                  |
| <b>Required Education:</b> | Bachelor's degree in Mechanical or Architectural Engineering, or a Construction-related field |
| <b>Location:</b>           | Worcester, Massachusetts (on-site / field visits, with some travel required)                  |
| <b>Reply To:</b>           | <a href="mailto:info@BuildingEvo.com">info@BuildingEvo.com</a>                                |

## **JOB DESCRIPTION**

*Building Evolution* is looking for a fun, hardworking, self-directed, and aspiring individual with a passion for building science to join our team and be a part of its growth. The Commissioning Project Manager is a key technical asset to the team and will also exhibit strong communication skills, technical skills, self-management, and project management. The Commissioning Project Manager performs and leads technical building enclosure and mechanical commissioning projects, as well as building diagnostics and performance services for our clients.

## **RESPONSIBILITIES MAY INCLUDE**

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- Manage a portfolio of commissioning and consulting projects simultaneously, including new construction commissioning, retro-commissioning of existing facilities, and Phius passive building certification consulting.
- Serve as the primary point of contact for clients, design teams, and contractors, providing clear technical guidance throughout all project phases.
- Develop and manage project scopes, schedules, budgets, and deliverables, ensuring on-time and on-budget completion.
- Lead commissioning activities including design review, submittal and RFI review, functional performance testing, and system verification for mechanical and building enclosure systems.
- Perform and oversee on-site inspections, diagnostic testing, and field observations to identify performance issues and enclosure or mechanical system deficiencies.
- Guide clients through Phius Passive House certification requirements, energy modeling coordination, and construction-phase quality assurance.
- Write clear, technically rigorous reports detailing building performance, energy efficiency measures, and recommendations for new and existing facilities.
- Lead project meetings, present technical findings, and negotiate scope or schedule adjustments with clients and stakeholders.
- Mentor and provide guidance to junior team members, supporting their technical and professional development.
- Identify opportunities to improve internal processes, templates, and quality standards across project types.

## **MINIMUM REQUIREMENTS**

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- Bachelor of Science degree in engineering, architecture, construction technology, or a related field.
- 5+ years of demonstrated experience in project management, ideally within commissioning, energy consulting, or high-performance building services.
- Demonstrated understanding of high-performance building mechanical and enclosure systems.

- Working knowledge of building science principles, including psychrometrics as applied to building enclosures, building pressure dynamics, diagnostic testing, and the interaction of HVAC and enclosure systems.
  - Demonstrated experience managing varied project types such as retro-commissioning, new construction commissioning, and/or Phius Passive House consulting.
  - Strong written communication skills, with the ability to produce clear, detailed technical reports.
  - Excellent communication, stakeholder management, and negotiation skills, with the ability to lead meetings and present technical information clearly.
  - Proven ability to prioritize, manage multiple deadlines, and solve problems in a dynamic, multi-project environment.
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## PREFERRED QUALIFICATIONS

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- Technical knowledge of HVAC and building enclosure systems.
- Experience with WUFI and/or THERM.
- Experience with AutoCAD, REVIT, and/or SketchUp.
- Demonstrated knowledge of sustainable building practices.
- Access to reliable transportation and a clean driving license.

## COMPENSATION & BENEFITS

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- Salary range: \$90,000–\$135,000, commensurate with experience.
- Profit-sharing bonus plan (eligible after 3rd quarter of employment).
- 75% employer-paid medical insurance.
- 100% employer-paid vision and dental insurance.
- 100% employer-paid short- and long-term disability insurance.
- Retirement savings plan with employer match.
- Paid time off: starting at 15 days' Vacation, plus 11 company holidays.
- Employee referral program.

## ABOUT BEC

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Building Evolution is a certified commissioning firm dedicated to advancing high-performance buildings. We provide market-leading building performance consulting and commissioning that is grounded in sound building science. Our services make buildings smarter, efficient, durable, maintainable, operable, and resilient. Our team partners closely with building owners and their project teams across the full lifecycle of a project — from initial scoping through design, construction, retro-commissioning, and long-term performance verification. Our holistic approach to building performance has helped us become one of the leading providers of passive building consulting in the region – and that's only the beginning.

Learn more about our team: <https://buildingevo.com/our-team/>

## HOW TO APPLY

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If you're an experienced project manager ready to lead impactful, technically diverse work in the high-performance building industry, we'd love to hear from you. Please submit your resume and cover letter to **Info@BuildingEvo.com**.

*Building Evolution is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.*