

## Building Analyst I

### Job Description

There is an *art* and a *science* to buildings that makes working with them a unique experience. Creativity and passion for understanding the *science* behind buildings has led Cyclone Energy Group to become internationally recognized as a premier building simulation and performance firm. The *art* is what we apply in translating complicated information into clear and concise communication – a key to why so many clients work only with us.

We want you as part of our *High Performance Building Studio* team because you understand that fundamentals of engineering and simplicity are the key to solving problems. You are new to building simulation (energy, daylight, CFD, airflow, etc.) but want to work in a fast-paced, immersive environment where you'll be exposed to a vast variety of projects quickly. You have a curiosity for how buildings work and a drive to make them work better.

As a Building Analyst I, you will work in a fun, fast-paced, innovative, and entrepreneurial environment. You will quickly work directly with our world-class clients. You will be challenged by our projects and our relentless drive to improve our process and to increase the value we provide to our clients.

Specifically, a Building Analyst I shall:

- Develop detailed study models (energy, systems, and daylight / natural ventilation / CFD; renewable energy and life cycle cost studies);
- Collect data in accordance with plans, and verify and analyze data to identify trends;
- Perform research into emerging technologies;
- Write and present technical studies and reports;
- Interact with clients, and provide coordination and technical support for meetings; and
- Assist with developing templates and production tools that optimize the work environment and support scalability.

Additionally, this position will provide the Analyst with a platform for personal and professional growth. S/he is expected to work towards obtaining professional certifications and trainings as part of his/her career development at Cyclone.

Job Title: **Building Analyst I**  
Located: **Anywhere U.S.A.**  
Team: **Simulation**  
Reports to: **President**  
Pay Grade: **Level 1 Salary + Full-Time Benefits**

## Duties

Type of activity	Duty	% of Time
<b>Technical</b> 70%	1. Building Modeling	40
	2. Parametric Studies	20
	3. Technical Research	10
	4. Advanced Modeling (Daylight / Airflow / CFD)	10
	5. Data-Driven Modeling & Calculations	10
	6. Technical Data Analysis & Reporting	10

Type of activity	Duty	% of Time
<b>Marketing</b> 5%	1. Case Studies	80
	2. Graphics for website and materials	20

Type of activity	Duty	% of Time
<b>Production Systems</b> 5%	1. Create templates and production tools that optimize the work environment and support scalability.	100

Type of activity	Duty	% of Time
<b>Education</b> 5%	1. Support professional organization, attend meetings, seminars, etc.	40
	2. Support in-house education and technical development.	30
	3. Research & development.	30

Type of activity	Duty	% of Time
<b>Administration</b> 5%	1. Meetings & Organization	50
	a. Weekly Project Status Meetings	
	b. Strategy Meetings	
	2. Organize Personnel Schedules	30
	3. Maintain Simulation Software Updates	20

Type of activity	Duty	% of Time
<b>Paid Time Off</b> 10%	1. PTO (unlimited)	-
	2. Holidays (8 + 1)	-

## Benefits

- Cyclone Pays 50% of Medical / Dental Premiums
- Short-term Disability Policy
- Life Insurance Policy
- 401(k) with Employer Match
- Access to Bike-share (if available at location)

## Qualifications

- Knowledge of architectural design, mechanical, electrical, and plumbing systems.
- Understanding of reading architectural, mechanical, electrical and plumbing drawings and specifications.
- Experience with the design, selection, and performance modeling of envelope systems.
- Strong problem solving skills.
- Excellent written and verbal communication skills.
- BA, BS, MA, MS, PhD in Engineering, Architectural or Architectural Engineering from an accredited college.
- Knowledge of commercial building standards, codes, and rating systems (e.g. IECC, ASHRAE 62.1, 90.1, 189.1, LEED, etc.)
- Experience with Microsoft Office Suite (Word, Excel, PowerPoint)
- Experience with simulation programs IES<VE>, LBNL Window, LBNL Therm

## Qualification Pluses

- Certifications – ASHRAE BEMP, BEAP, HBDP
- ASHRAE / CIBSE / IBPSA Member
- USGBC – LEED AP

## Behavioral Traits

- Detail-oriented
- Collaborator
- Self-starter
- Punctual
- Organized
- Methodical
- Goal-oriented

## Cyclone Offers:

- Competitive salary
- Flexible time off
- Remote work environment
- Support of ongoing professional development

*Cyclone Energy Group is proud to be an Equal Opportunity Employer M/F/V/D.*