

**POSITION**

PV Installation Intern

**DEPARTMENT**

Energy Technology

**To Whom the Position Reports**

Director of Energy Technology Department (EnTech)

**Summary**

Learn how to assemble, install, and maintain solar photovoltaic (PV) systems on roofs and other structures in compliance with site assessments, project schematics, and applicable codes. Assist the Energy Technology Field Crew in its work.

**Specific Responsibilities**

1. Learn the skills to become a PV Technician by assisting in the responsibilities common to all Energy Technology Field Crew members:
  - a. Install support structures for PV systems.
  - b. Attach PV modules, racking, and associated electrical enclosures to support structures as specified.
  - c. Apply weather sealing to array roof penetrations, associated electrical enclosures, and support structures.
  - d. Verify from engineered one-lines the appropriate sizes, ratings, and locations for system overcurrent devices, disconnect devices, grounding equipment, and surge suppression equipment.
  - e. Identify and prevent electrical, environmental, and safety hazards associated with PV installations.
  - f. Determine layout and orientation of modules/arrays to ensure efficient installation, electrical configuration, and system maintenance.
  - g. Install module interconnection wiring.
  - h. Implement temporary safety measures to disable arrays during installation, commissioning, and system maintenance.
  - i. Examine designs to verify National Electrical Code requirements for all parts of the PV system electrical circuit.
  - j. Check electrical installation for proper wiring, polarity, grounding, and integrity of terminations.
  - k. Test operating voltages to ensure operation within acceptable limits for power conditioning equipment, such as inverters and controllers.
  - l. Service & maintain existing SMCo installed PV systems.
  - m. Maintain PV materials inventory.
2. Participate in department meetings and contribute to departmental needs and growth.
3. Use SMCo standard information technology including web-based applications, consistent and timely electronic communications, consistent and proper electronic record keeping, and cell phone protocol.

**Committee Membership**

Dept &amp; Company Meetings

**Immediate Subordinates**

Not applicable

**Qualifications, Skills & Knowledge Requirements**

1. Aptitude and comfort working in a collaborative team environment, providing ideas, and being open to feedback
2. Minimum: High School degree or equivalent
3. Substantial computer experience, including fluency with Microsoft Office applications.

**Licensing and Professional Associations**

Not applicable

**Physical Requirements**

Comfortable lifting and carrying heavy equipment and materials. Comfortable working in attics, knee walls, basements, and crawlspaces. Comfortable with heights. Comfortable working on ladders and on roofs, especially while handling tools and equipment. Comfortable working outside in a range of seasons and weather conditions.

**Compensation and Benefits**

Full-time position without benefits  
Wage range: Intern

**Possible Career Path Options**

To be determined