



PERMITTING SPECIALIST

SunBug Solar is a leading Massachusetts solar energy provider with over a decade of experience delivering high-quality craftsmanship and outstanding customer service to businesses, residents, non-profits, and landowners throughout the Northeast. As a Certified BCorporation, we are driven by a commitment to building a healthier energy system, creating a great place to work for our employees, and giving back to the communities we serve.

The Permitting Specialist is responsible for creating and processing permits and obtaining interconnection agreements with local utility companies. This position interacts with team members across SunBug as well as our customers and city building departments and utilities. As a member of the operations team the accomplishments of this role are critical to delivering on SunBug's commitment to exemplary customer service.

Qualifications:

- Ability to process efficiently and effectively a significant amount of information that is often unique to a particular municipality and utility and is subject to change on a regular basis.
- Desire to learn with a natural sense of curiosity.
- Efficient and highly organized with great attention to detail.
- Passion for doing things right the first time, with the ability to monitor and meet deadlines, understanding their impact across the organization and to our customers.
- Ability to build and maintain relationships across a diverse constituency group, while holding oneself and others accountable.
- Self-motivated with a strong work ethic.
- Strong computer and search capabilities.
- Excellent written and verbal communication skills.

Relevant Experience:

- 2-3 years customer service experience
- Prior permitting/interconnection experience within the solar industry highly desirable
- Knowledge of construction highly desirable

The successful candidate will be:

- Able to quickly identify the root cause of an issue, problem solve to its successful resolution and be flexible and positive while doing so.
- Adapt quickly, use common sense and take pride of ownership over the quality and accuracy of their work.
- Possess a true sense of caring for our varied constituents and a passion for renewable energy.



- **Job Type:** Full-time

- **Benefits:**
 - Health, vision and dental insurance
 - 401(k) program with company matching
 - Paid time off
 - Professional development assistance