

ADMINISTRATIVE PROFESSIONAL POSITIONS MUST QUALIFY FOR ONE OF THE [EXEMPTION CRITERIA](#) SET FORTH IN RCW 41.06.070.

**ADMINISTRATIVE PROFESSIONAL
Benchmark Job Class
Energy Professional/1456**

Function and General Scope

Positions assigned to this class perform technical work related to energy program development and implementation. Responsibilities include, but are not limited to, assisting with contract compliance; providing grant proposal support; communicating energy information including print and online/web publishing; and marketing outreach.

Classification Requirements (Minimum Qualifications)

Positions require a Bachelor's degree in a relevant program discipline. Any combination of relevant education and experience may be substituted for the educational requirement on a year-for-year basis.