

CDA Lending and Risk Analyst II (C24024/C24025)

Project Manager

Recruitment # 24-003726-0015

Filing Deadline 02/20/2025

\$31.16 - \$36.23/hour (Grade 17/Step 3-9 with promotional growth to \$50.32/hour)



**This is a Contractual Position with limited State of Maryland benefits.**

**Work that Matters.**

The Maryland Department of Housing and Community Development (DHCD) is a national leader in the financing of affordable housing and revitalizing communities. Annually, DHCD finances approximately 2,700 units of multifamily rental housing in 40 properties, amounting to \$350 million in construction and permanent financing. Additionally, DHCD administers rental assistance programs and innovative initiatives designed to expand affordable housing opportunities for persons with disabilities, increase the energy efficiency and sustainability of affordable multifamily developments, and preserve rental housing. This is an opportunity to join this nationally-recognized, award-winning organization and apply your skills to this important public purpose.

**Program Excellence: Housing & Building Energy Programs**

The Housing and Building Energy Programs achieve excellence through continuous process improvement involving everyone in a collaborative and collegial team centered environment. We are a fast paced, dynamic team committed to serving Maryland and are looking for team players that share our vision of program excellence and our commitment to customer service.

Our division works within the Department to administer a wide range of programs using various funding sources. These programs provide energy efficiency improvements that help reduce utility costs to residents, increase comfort, improve health and safety in the home, support local employment, and contribute strongly towards meeting the State's climate goals. The program portfolio consists of programs such as the US Department of Energy Weatherization Assistance Program (WAP), EmPOWER Low Income Energy Efficiency Program (LIEEP), EmPOWER Multifamily Energy Efficiency and Affordable Housing Program (MEEHA), Maryland Energy Assistance Program (MEAP), Energy Efficiency Homes Construction Loan Program (NetZero), and the BeSMART Home Energy Loan Program (BeSMART).

**Position Duties:**

The Project Manager is a professional who coordinates and manages energy conservation projects receiving funds for the execution of energy efficiency or greenhouse gas reduction initiatives. The Project Manager will utilize their expertise with communication, organization, critical thinking, and other skills to move projects through the funding process.

The Project Manager has, or will have, an understanding of building construction and assemblies, energy diagnostic and modeling methodologies, and energy conservation or greenhouse gas reduction measure recommendations. This knowledge will be used to review and approve funding requests, product specifications, payment requests, perform cost benefit analysis, and onsite construction progression inspections.

On the job training is provided as well as training for building science certifications or other relevant industry education.

**Minimum Qualifications:**

**Experience:** Seven years of experience evaluating the risk involved in granting single family, multifamily and commercial loans, government assistance programs, and/or construction management.

**Notes:**

1. Candidates may substitute the possession of a Bachelor's degree from an accredited college or university in Business Administration, Architecture, Construction Management, Finance, Economics, Real Estate, Architecture or any other related field and three years of experience evaluating the risk involved in granting single family, multifamily and commercial loans, government assistance programs, and/or construction management for the required experience.
2. Candidates may substitute U.S. Armed Forces military service experience as a commissioned officer in loan specialist classification, loan specialist specialty codes in the loan specialist field of work, or as a commissioned officer in business and industry classification or business and industry specialty codes in the housing management field of work on a year-for-year basis for the required experience.

**Desired or Preferred Qualifications:**

**Education:** Bachelor's degree

**Qualifications:**

1. Certifications including BPI Building Analyst, BPI Multifamily Building Analyst, HERS Rater, Certified Energy Manager, LEED Green Rater certification or other building science certification.
2. Experience interacting with general contractors, subcontractors, project architects, or engineers.
3. Experience with multifamily financing, energy efficiency financing, or interacting with grant/loan processes for construction projects.

TTY Users: Call via Maryland Relay

We thank our Veterans for their service to our country and encourage them to apply.

As an equal opportunity employer, Maryland is committed to recruiting, retaining, and promoting employees who are reflective of the State's diversity.

For more information and to apply:

[Job Announcement: CDA Lending and Risk Analyst II \(C24024/49300\) \(C24025/492999\) - State of Maryland](#)