**Energy Services Crew Chief**

**Job Summary:** Assists in the daily operations of the Energy Services Department while ensuring safe, efficient and courteous service to clients.

**Major Duties:**

* Receive work orders, coordinating with the energy auditor and/or WAP Director, and proceed to client’s home to perform the prescribed job in a manner that is thorough, courteous, expeditious, and safe.
* Supervise all on-site personnel, organize work assignments and draw materials from inventory as needed.
* Ensure the correct application of Weatherization measures; in accordance with the standard work system (SWS).
* Responsible for knowledge of and incorporating newly provided Weatherization techniques, such as the Minneapolis blower door, digital manometer, combustion appliance zone (CAZ) testing, pressure diagnostics, etc.
* Complete all paperwork associated with the projects, ensure safety and maintain tool inventory.

**Requirements:**

* Minimum of 3 years “on-the-job” building construction experience.
* High School Diploma/GED
* Ability to analyze, evaluate and solve problems based on appropriate math skills and carpentry experience.
* Must have weatherization experience – doors, windows, insulation as well as experience with air sealing and blowing in cellulose insulation.
* Ability to lift 50 pound tools and equipment. Physically able to crawl under, in, and through tight and/or dirty spaces. Pull or reach with arms and/or hands, crouch, bend or kneel, climb stairs or ladders. Ability to work from heights no greater than 25 feet.
* Tolerant of exposure to all weather conditions (heat, cold, snow and rain); for periods up to 8 hours.
* Above average organizational and communication skills, ability to work independently, good interpersonal skills, and ability to maintain a positive attitude.
* Ability to communicate effectively with people of diverse social and economic backgrounds.
* A clean, valid New York State driver’s license

**Benefits:**

* Medical Coverage
* Dental Coverage
* Vision Coverage
* Life Insurance
* 401(k) Retirement
* Paid Vacation
* Paid Personal
* Paid Sick Time

SCEOC is a private, nonprofit community action agency serving Saratoga County. We are the designated anti-poverty agency, dedicated to providing and promoting opportunities for individuals and families to achieve self-sufficiency. We are an advocacy organization assisting families and individuals in developing solutions to promote healthy, thriving families and caring community partners. We provide services coordinated at our main office as well and in the county schools. Services include Head Start, WIC, Energy Services/Weatherization, Crisis Intervention, Latino Community Advocacy, Vita Tax Services, Food Pantry, and a Soup Kitchen.

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