



Regional Economic Community Action Program, Inc.
40 Smith Street · Middletown, New York 10940
Tel. (845) 342-3978 · Fax (845) 956-5385 · www.recap.org

VACANCY ANNOUNCEMENT

POSITION: WEATHERIZER

SALARY: \$15.00 Per Hour

TERMS OF EMPLOYMENT: Fulltime at 35 Hours Per Week, Non-exempt, At Will

SCHEDULE: Monday-Thursday, 7:00AM-4:30PM

LOCATION: 40 Smith Street in Middletown, New York

REPORTS TO: Director of Energy Conservation

JOB SUMMARY:

The Weatherizer works as part of the Weatherization team to increase energy efficiency of homes that have qualified for the program's funding.

QUALIFICATIONS/SKILLS:

Knowledge of construction, building science, relevant codes, safety, and indoor air quality as well as the impact of weatherization measures in these areas. Plumbing and heating experience preferred. Working technical knowledge of weatherization retrofit materials, basic knowledge of electrical hard wiring and basic mathematical skills to determine weatherization calculations. Capable of gaining basic computer skills and of state of the art equipment used in the program. Capable of comprehending and implementing new weatherization technical information. Familiarity of trade's basic tools, materials, and installation standards. Interpersonal skills necessary to communicate effectively with clients, fellow crew members, and supervisors. Valid clean driver license is required.

RESPONSIBILITIES:

Addressing health and safety issues of dwelling including plumbing, carpentry, insulation, heating, clean and tune, electrical, blower door readings, and air sealing. Make calculations and reports of work done in homes, make necessary retrofits, work as part of a team to complete goals and meet deadlines. Other duties as assigned by Energy Auditor and Program Director.

PHYSICAL DEMANDS/WORK ENVIRONMENT:

While performing this job, the employee is required to stand, walk, sit, reach, handle objects, tools or controls, climb stairs, balance, stoop, kneel, crouch or crawl, talk or hear, and lift

and/or move up to 50 pounds. Specific vision abilities include close distance, peripheral and department perception and the ability to adjust focus. Work conditions may include exposure to inclement weather and noise. Position may require exposure to electronic equipment including computers, printers, fax, and copy machines and cleaning equipment. If position requires use of a motor vehicle, driving on city streets and/or highways, exposure to inclement weather and traffic. Employees are to take all precautions and follow all laws while in these environments. This job requires consistent punctuality and attendance at the job site.

ACKNOWLEDGEMENT:

I know of no limitation which would prevent me from performing these functions with or without accommodation. I further understand that it is my responsibility to inform my supervisor at any time that I am unable to perform these functions. Acceptable performance includes completion of job responsibilities as well as compliance with all policies, procedures, rules and regulations. This description is intended to describe the general job functions and requirements for the performance of this job. It is not an exhaustive list of all duties, responsibilities and requirements. It does not imply nor create a contract of employment nor is it intended to alter the employment at-will status. Other functions may be assigned and management retains the right to add or change this description at any time. Upon hire I may be given written goals and objectives that will be completed within 90 days.

APPLICATION PROCEDURE:

Resumes may submitted to RECAP's Administrative Services Department:

- Fax to (845) 342-4965
- Post mail to 40 Smith Street, Middletown, NY 10940
- Email to resume@recap.org

RECAP, Inc. is an Equal Opportunity Affirmation Action Employer. We are a drug-free workplace and conduct pre-employment and periodic drug tests.

Signature

Date