

**Job Title:** Auditor/Inspector

**Reports To:** Weatherization Production Coordinator and Weatherization Program Director

**Located At:** 524 30 Road, Ste. 3  
Grand Junction, CO 81504

**Compensation:** Range starts at \$25.00/hour. Full-time position (40 hours/week), non-exempt.

**Benefits:** Medical Insurance, Paid time off for vacation/holiday/sick time, Company match retirement savings plan

**About The Company:**

Housing Resources of Western Colorado is a 501 (c) (3) nonprofit organization focused on increasing the comfort, safety, and efficiency of Colorado homes, especially for low-income households. If you are someone that is looking to make a difference, wants to learn valuable skills, has a great work ethic, honest values, is team oriented, and doesn't mind getting your hands dirty, then this position is for you.

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**Position Description:** A technical non-exempt position responsible for performing a variety of home energy weatherization procedures in accordance with Colorado Energy Office (CEO) field standards and required to function as lead person in supervising other energy technicians on the job site. Utilizes independent judgment on technical aspects of weatherization measures, processes required paperwork and exercises material inventory controls. Performs final check of work to ensure compliance with CEO and agency standards before scheduling final inspection.

**Major Areas of Responsibility:**

- Thorough understanding of building science and energy efficiency.
- Uses diagnostic tools to assess the air leakage and safety issues in homes.
- Conducts an educational component with each household, informs client of work being performed, and answers client questions and concerns.
- Establish and maintain effective working relationships with coworkers, clients, and the public.
- High standards of work ethic, professional appearance, customer service and teamwork are expected.
- Works in all areas of the home including spaces with limited clearance, such as attics, crawlspaces, and basements as needed.
- Performs general remodeling related tasks including drywall, framing, texturing, etc.
- Performs regular maintenance on tools, equipment, and machinery.

- Applies safety practices and principles in daily work.
- Complete BPI Energy Auditor and Quality Control Inspector certification within 18 months.
- Routinely run NEAT/MHEA reports to assist auditors/crews and maintain library of costs.
- Review client files for accuracy and completeness.
- Evaluate new weatherization materials, equipment, and techniques.
- Assist Lead Trainer with identifying technical and safety topics to cover with crews.
- Determine if homes are eligible for rooftop solar or beneficial electrification.
- Review safety standards, conduct periodic safety meetings, promote safe on-site job practices and vehicle operation safety.
- Participates in organization-wide efforts to improve efficiency, teamwork, and quality of service.
- Attend program meetings, in-house or at the state level.
- Other duties as requested by Weatherization Program Director.

**Physical Requirements:**

Applicant must be able to regularly lift up to 60lbs. and occasionally 75lbs. without assistance. Must be able to maneuver and perform work in tight spaces with a minimum of 24” of vertical clearance, work on roofs and ladders up to 35 feet in height. While performing job related duties in damp, dirty quarters while exposed to extremes in temperature. Applicant will be required to sit, stand, kneel, crouch, crawl, demonstrate manual dexterity, speak, hear, and see.

**Minimum Qualifications/Experience:**

High School Degree or Equivalency (GED)

Prior experience in home improvement, construction, carpentry, mechanical, utility, or building trade is preferable. Experience safely operating hand and power tools is required. Field training is provided. Basic computer skills. Weatherization Assistance Program (WAP) experience helpful.

**Licensing/Certification Requirements:**

Candidates must have a valid Colorado driver’s license. Candidates must be able to obtain a BPI certification within 18 months (training and certification costs are supplied by HRWC). Candidates will be subject to a criminal background check and motor vehicle report.

***It is the policy of HRWC to provide equal opportunities without regard to race, color, religion, national origin, gender, gender identity, sexual preference, age, or disability. People of color and people of all national origins, genders, gender identities, sexual preferences, ages, disabilities, and other diverse groups are encouraged to apply.***