

**About the Company:**

ARUS Consulting is a growing energy efficiency advising firm dedicated to making a positive impact on the world by providing customers with education, analysis, information, and support as they plan and enact home efficiency improvements. The Company does not have a sales or installation team; our role as building science experts is to help our homeowners understand options to improve efficiency and make the best decision for their home. Headquartered in Fort Collins, CO, Arus provides energy assessments, efficiency audits, and personalized advising to individuals or businesses interested in energy efficiency solutions for their buildings. Through contracts with municipalities, utility companies, and cities our efficiency advising team provides residential auditing and advising services to Northern Colorado and Southern Wyoming. ARUS is a top-tier consulting company in every program that we service and have been awarded the Top 10 Rebate Producer for home energy audits from Xcel energy since our inaugural year as consultants.

ARUS is a small family-owned company. Our team members are expected to have attention to detail, independent work ethic, and strong communication skills. Careful attention to detail is required for the type of testing and data analysis conducted by our field auditors. Since field auditors work remotely, independent work ethic and intrinsic motivation to meet our standard of customer support is a requirement. Communication with customers and our support team is critical to deliver the level and quality of work our clients and customers expect of ARUS.

**About the Job:**

The role of a Residential Field Auditor and Efficiency Advisor is to provide expert data-driven analysis and advice to home/business owners in the programs we serve. ARUS will provide training and mentoring with a Sr. Advisor to provide the level and quality of assessments and advising required by the Company. The field auditors are expert advisors with Building Performance Institute accreditations and must stay current with continuing education credits to maintain certifications. Field auditors support their assigned customers through the installation of their efficiency projects starting with conducting efficiency testing. Auditors develop a personalized advising report, customer quotes, contractor work orders, and provide guidance and support to the customer through project completion. This includes connecting customers with qualified service providers, reviewing bids, advising on program requirements for rebates, and acting as the efficiency expert in their corner. Building upgrades, cost sharing programs, and rebates can be a difficult web to navigate. Consequently, your job is to be the expert advisor to help customers transform their home/business energy challenges into energy efficient solutions.

**ARUS is seeking individuals who:**

- Enjoy working independently as part of a cooperative team
- Want a flexible schedule (set quarterly)
- Have excellent attention to detail and an interest in data collection and analytics
- Want to learn about efficiency through on-the-ground testing, and are passionate about sharing your knowledge with others

- Are comfortable lifting up to 50 pounds, using hand tools and measurement equipment to collect data by performing testing to meet the standards of the Building Performance Institute
- Have experience in building science, construction, or efficiency
- Are passionate about customer support, education, and can engage with each home/business owner in a personalized professional manner
- Enjoy working both inside and outside

**Essential Job Duties:**

- Complete the BPI (Building Performance Institute) and HES (Home Energy Score) certifications required of field auditors (supported by ARUS) to provide accurate testing, technical advice, and current information to customers, contractors, and the Program.
- Complete training for the assigned Programs including utilization of the required software, data collection and data entry process, efficiency measurements and testing, rebate requirements and customer resources.
- Interact professionally with home/business owners, clients, and team members
- Perform in home efficiency assessments in accordance with the Program requirements and contract compliance, including:
  - Complete a scaled whole-house sketch
  - Collect data with testing equipment provided by the company
  - Complete a visual inspection of the attic and/or crawl space
  - Document the building with measurements and photos
  - Compile the data into a personalized home efficiency report for the customer
  - Develop customer bids and contractor work orders based on the audit findings
- Support home/building owners through efficiency upgrades by responding to e-mails, reviewing bids, providing technical advice on upgrades and rebate requirements, and recording interactions in accordance with the program's specifications

**Minimum Qualifications:**

- Bachelor's Degree from an accredited University OR a combination of training, education, and work experience in related fields.
- Obtain and maintain a valid BPI certification for Building Analyst and HES (supported by ARUS).
- Physically Fit - must be able to lift up to 50 pounds, carry and utilize field testing equipment, maintain company equipment, carry and climb a ladder to complete attic inspections, and be comfortable entering and inspecting crawl spaces.
- Proficiency in excel, Microsoft word, Gmail, Zoom, and online platforms used by ARUS.
- Attend employee meetings at the headquarters in Ft. Collins, CO.
- Maintain a valid driver's license and personal vehicle.
- Have a home office with internet access.

**Preferred Qualifications:**

- BPI and HES certification

- Degree in related field such as: Environmental Public Health, Civil Engineering, Mechanical Engineering, Construction Management, Data Science, Environmental Engineering, Environmental and Natural Resources, Statistics

**Schedule:**

- Part time/ Full time – flexible schedule up to 40 hours per week or 12 hours in a workday

**Compensation:**

- Salary hourly - commensurate with qualifications
  - \$40,000 - \$55,000
- Access to training opportunities to advance your career
- Full time employees receive:
  - Reimbursement of BPI/HES/HERS training after one year of employment or paid training with a one-year contract
  - Partial reimbursement of medical and dental insurance
  - Bonuses dependent on the company and personal performance
  - 5 paid annual holidays
  - Flexible leave time/PTO
  - Workman's comp/Liability insurance provided by company
  - A cell phone will be provided by ARUS or a \$15/month stipend for using your personal phone.

**Application:**

To apply to this position, please send a resume and cover letter to Jaime Joseph at:

[Arusoffice1@gmail.com](mailto:Arusoffice1@gmail.com)

Questions? Call 970-657-4197

This job posting date is April 27<sup>th</sup>, 2021. Resumes will be accepted for 2 weeks from the date of posting, or until the position is filled.

**Equal Opportunity Employer:**

As an Equal Opportunity Employer, we are committed to ensuring equal employment opportunities for all job applicants and employees. Employment decisions are based upon job-related criteria regardless of an applicant's race, color, religion, national origin, marital status, age, sex, gender identity, sexual orientation, status as a qualified individual with a disability or protected veteran, or any other protected status.

The above job description and job requirements are not intended to be all inclusive. ARUS retains the right to make changes or adjustments to job descriptions and/or requirements to comply with changes in codes, compliance, and program requirements.

