



Helping People. Changing Lives.  
A Community Action Partnership

**Title:** Weatherization Technician  
**Reports to:** Weatherization Director  
**Designation:** Full time (40 hours per week) /Full-Year  
**Location:** 2 Rock Street, Philmont, NY

**General description of duties:**

The person in this position will install energy conservation as well as health and measures in homes and apartments throughout Columbia County.

**Minimum Qualifications & Experience:**

- High School Diploma or GED
- Appropriate vocational training
- Basic knowledge or aptitude in building trades

**Essential skills, abilities and characteristics:**

- Work independently and with a team
- Maintain a professional and courteous attitude under stress of work demands
- Work with culturally diverse families and those with low income
- Handle multiple tasks
- Basic computer knowledge and usage skills
- Basic math skills
- Good verbal and written skills
- Good organizational skills

**Licenses or certifications required for this position:**

- Valid NYS Driver's license - employment is contingent on the applicant's ability to be covered under COI's automobile insurance policy

**Other Requirements**

- Annual physical examination

*COI provides a competitive wage and excellent benefits for full-time employees including: professional development opportunities, employee health, dental, & vision insurance with employer contribution; flexible spending account; health savings account; employer paid life insurance. Up to 12 paid holidays, generous annual, sick and personal leave benefits. Employee Assistance Program and 401(k) Plan. COI is an equal opportunity employer and makes all employment decisions without regard to race, religion, color, sex (including pregnancy, sexual orientation and gender identity), national origin, disability, age, genetic characteristics, marital status, military service/leave, or arrest/conviction record consistent with applicable federal, state, or local laws. We believe in diversity, equity and inclusion!*

**Submit cover letter and resume to:**

Gail Paone, Columbia Opportunities, Inc., 540 Columbia St., Hudson, NY 12534  
[humanresources@columbiaopportunities.org](mailto:humanresources@columbiaopportunities.org)