

Position: ENERGY AUDITOR**Key Job Responsibilities:**

- Conduct residential energy audits to evaluate energy efficiency and health and safety of a home
- Use diagnostic tools to identify areas for energy savings
- Educate customers about energy efficiency
- Prepare summary audit reports which clearly and effectively communicate building conditions and energy-saving opportunities
- Work with other team members to ensure a quality install
- Perform select retrofit measures such as airsealing and insulation of the building shell, installation of energy-efficient lighting and water-saving measures, select HVAC work
- Help maintain detailed client files
- Maintain strong ongoing communication with field team, office staff, and clients

Certificates, Licenses, and Background:

- MUST have an active BPI Building Analyst certification, preferably with a minimum of two years' experience conducting home energy audits (in select cases, we will fund BPI certification for candidates who otherwise have the right skills and industry background)
- High School Diploma required, Associate's or Bachelor's Degree preferred. Consideration given to candidates with two years of demonstrated experience in a field related to construction, building science, weatherization, HVAC, plumbing, electrical, or carpentry
- Current and valid driver's license with a clean driving record
- Ability to drive commercial vehicles (e.g. work van, box truck)
- Clean record with ability to pass various background checks

Required Professional Skills:

- Strong interpersonal, oral, and written communication skills, with strong mathematics aptitude
- Strong understanding of building science and home performance workflows
- Excellent problem solving skills with ability to analyze situations, identify existing or potential problems, and recommend solutions
- Strong business ethics, including the ability to protect confidential information
- An ability to develop an understanding of basic community action concepts and the numerous regulations that govern agency operations and programs
- A background in the construction industry/contracting is a strong plus
- A background in sales is a strong plus
- Ability to speak Spanish is a plus

Working Conditions:

The work we do is performed both indoors and outdoors in all types of weather. The work may involve climbing ladders, working in confined attics, crawl spaces, and basements, or working in homes of

deteriorating condition. Employees must be able to work in these conditions in residential, multi-family, and commercial environments.

About True Management, LLC:

- Services we provide: Energy Auditing & Consulting, Diagnostic Testing, Blown-in Insulation, Spray Foam Insulation, Water Heaters / Heat Pump Water Heaters, HVAC Improvements and Modifications, Exhaust and Ventilation Solutions
- Office and warehouse located in Freemansburg, PA
- We work in Lehigh and Northampton Counties (Lehigh Valley and surrounding areas)
- We focus on quality over quantity
- We take pride in our work
- We are an established company with a reputation for exceeding customers' expectations
- No limitation on growth with company
- Competitive compensation, varies based on previous experience

If you are interested in helping families and businesses conserve energy, save money, and live healthier lives, please contact us today!

How to Apply:

- If you meet the qualifications listed above and think you might be a good fit for this position, please send the following materials by email to kjenkins@truemanagementllc.com
 - Your professional resume
 - A brief cover letter describing what attracted you to this position and how you will contribute to our team
 - Best phone number and email address for contact