



Position: Home Energy Analyst

Lone Star Energy Efficiency is a company that provides residential energy testing services for both private and governmental agencies. Our mission is to positively impact our community and the environment through energy efficiency and conservation.

A Home Energy Analyst will be customer facing each day. Their main goal is to provide outstanding customer service, quality energy inspections and thorough reports of the home. This would be a full-time position.

Responsibilities

- Complete home energy audits in accordance with weatherization guidelines, energy program specifications, and other guidelines as outlined by Lone Star's Clients
- Perform duties with safety as the highest priority while interacting with customers, contractors, and program staff.
- Prepare reports, input data into specific software, and complete forms that provide retrofit measures and testing results of home.
- Able to provide customers with information of weatherization program processes, guidelines, and parameters.
- Measure and Complete drawings of building perimeters, windows and doors, appliance locations, and other specialized weatherization areas
- Inspect attics to determine insulation depths and attic system deficiencies.
- Perform diagnostic testing with blower door, CO analyzer, duct leakage equipment (standard energy testing equipment)
- Perform Carbon Monoxide testing and draft/spillage testing.
- CAZ Testing of buildings
- Consult with contractors on work orders and help when deviations are necessary.
- Resolve problems when they arise with contractors, clients, and customers.
- Quality Assurance of work that has been completed by contractors.
- Hold customer and client standards in highest regard.
- Ensure DOE and TDHCA audit standards are met.
- Assist in training teammates, contractors, and program staff in Initial assessments and Final inspections.
- Work with energy modeling software to complete projects
- Ability to work different types of energy inspections with diagnostic testing throughout the day and week.
- Flexible on scheduling since work is all over San Antonio and surrounding areas.
- Responsible for delivering full reports daily and working with management to fill work schedules.
- Ability to communicate effectively, both verbally and in writing with customers, clients, and staff members
- Performing outreach assignments to ensure program and company KPIs are met.



- Any additional responsibility and duties that may be requested

Qualifications

Skills and Abilities

- Possess the ability to earn certifications to continue in role.
- Willingness to learn and grow in knowledge around energy efficiency.
- Needs reliable transportation each day.
- Self-motivated and able to work independently with limited supervision.
- Ability to analyze and interpret data.
- Problem solving skills are a must.
- Strong customer service and communication skills.
- Ability to read and interpret documents such as safety rules, operating and maintenance instructions and procedure manuals.
- Must be able to handle a wide work variety of tasks.
- Must work in a fast-paced environment.
- Must be an organized, detail-oriented, self-starter, and have an ability to prioritize workload.
- Ability to work well with others externally and internally.
- Proficient in Microsoft Office, Email and have effective computer skills
- Strong data entry skills in entering information in computer databases.
- Ability to communicate effectively, both verbally and in writing with customers, clients, and staff members.
- Must be able to work occasional long hours to complete projects for deadlines.

Education and Experience

- High School diploma or equivalent required
- 1 – 3 years of experience and knowledge preferably in general construction, customer service, and/or energy efficiency industries
- Customer Service driven job
- Mechanical and technical aptitude required
- Basic construction knowledge
- Basic knowledge of building science and energy audits
- Experience in installing technologies, manual labor and using tools – Preferred
- Background in one or more of the following: - Preferred not required
 - Building science and design
 - Building envelope and insulation
 - Weatherization or related fields
 - Building maintenance
 - Home inspection
 - HVAC, lighting, controls, or renewable energy



LONE★STAR
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Requirements to begin work.

- Must pass a background check.
- Willingness to complete a drug test.

Physical Demands and Work Environment

- Ability to lift up to 50 pounds.
- Required to sit, stand, walk; talk, hear; and ability to touch and handle tools
- Travel to each project in personal vehicle 1-3 hours a day
- Work is performed 100% at customer homes and construction project sites.
- Employee could be exposed to fumes and/or airborne particles and risk of potential shock

To Apply:

- Send Updated Resume to Info@lonestarenergyefficiency.com