

## **Energy Auditor**

**Position Type:** Full-time/40-hours per week

**Reports to:** Program Manager

**FLSA Status:** Non-Exempt

**Salary Range:** \$50,000 base with \$50,000 incentive opportunity

**Location:** Field-based, centralized to LA/San Bernardino/Riverside Counties

### **About the Company:**

Our mission at The Ortiz Group (TOG) is clear: to empower disadvantaged individuals and communities by facilitating access and building relationships with trusted resources to increase awareness and opportunities in clean energy. We envision a future where equity and sustainability are at the core of the clean energy sector, and disadvantaged communities have equal access to opportunities and resources. As a trusted partner, we strive to be the go-to management consulting firm for businesses and organizations seeking to create meaningful impact, foster diversity, and advance the clean energy transition.

### **About The Program:**

The Energy Savings Assistance (ESA) Whole Home Pilot is a program administered by the California Public Utilities Commission and implemented by MAROMA Energy Services. The program provides no-cost energy efficiency upgrades and repairs to income-qualified homes, with the goal of achieving deeper energy savings through customized measure packages.

Working for The Ortiz Group, the Energy Auditor will conduct comprehensive whole-home energy assessments for income-qualified single-family homes participating in the ESA Whole Home Pilot program. Audits involve diagnostic testing, inspection, and energy modeling to determine eligibility and savings opportunities. The ideal candidate possesses excellent communication and analytical skills, the ability to work independently, and has proven experience in conducting building system audits.

### **Key Responsibilities:**

- Conduct assessments and testing of homes per program guidelines, including blower door tests, duct leakage testing, and natural gas appliance testing
- Inspect the condition and efficiency of the building envelope, HVAC systems, appliances, lighting, and other energy systems
- Utilize energy modeling software to estimate savings and design customized measure packages
- Identify health, safety, and repair issues requiring mitigation
- Educate customers on audit findings, energy savings opportunities, and next steps
- Maintain timely, thorough documentation and photographs in project files

### **Competencies:**

- Effective communicator to explain technical concepts to customers
- Detail-oriented to capture accurate field data and model projected energy savings
- Troubleshooting skills to thoroughly evaluate home systems
- Physically able to work in crawl spaces, attics, and other challenging environments
- Commitment to excellent customer service

**Minimum Qualifications:**

- **Education**
  - HS Diploma or equivalent (required)
  - Bachelor's degree in engineering, sustainable technology, environmental science, or a related field (preferred)
  - BPI certification or equivalent (preferred)
- **Work Experience**
  - 2-4 years of experience conducting residential energy audits; or experience working in regulatory programs (required)
  - Building Performance Institute (BPI) certification (preferred)
- **Additional Skills (Language, Computer, etc.)**
  - Ability to read, analyze, and interpret technical procedures
  - Intermediate math ability – discounts, circumference, area, energy savings computations
  - Interpretation of statewide Installation Standards manual
  - Basic knowledge of Microsoft Office suite (MS Word, MS Excel, Outlook)
  - Experience with SnuggPro software (strongly preferred)
  - Bilingual (Spanish) candidates (preferred)
- **Work Environment (characteristics are representative of the essential functions of the role)**
  - Valid driver's license, clean driving record (required)
  - Reliable vehicle to carry testing equipment
  - Field-based role, the incumbent will have extensive driving responsibilities for assessment appointments, encounter outdoor weather conditions, moderate noise levels, and conduct in-home assessments
  - May report to an office occasionally for meetings
  - Employee will be required to stand, walk, use hands and reach; sit, stand, balance, stoop, kneel, crouch and may occasionally lift or move up to fifty pounds

**Compensation**

The Ortiz Group proudly offers paid holidays, vacation, and sick leave. A highly competitive medical, dental, vision, and ancillary benefit package (includes long/short term disability and term life insurance) is also offered to our employees. Employees also have the opportunity to participate in a 401(k)-contribution plan, with matching potential after one year of service.

This position has a base salary of \$50k annually, plus an opportunity to achieve up to \$50,000 in incentives.

**Posted Friday, February 16, 2024 | Open until filled**

Please submit a resume and cover letter to: [hr@ortiz-group.com](mailto:hr@ortiz-group.com)