



4105 SE International Way, Suite 505
Milwaukie, OR 97222

January 28, 2021

ENERGY EFFICIENCY PROGRAMS

Field Quality Assurance and Relationship Management Specialist

JOB DESCRIPTION TRC Advanced Energy (TRC), a nationally known energy consultancy, is seeking a building science expert to support our residential energy efficiency programs in Oregon. The right candidate will be assertive, personable, and a self-starter, with the capacity to manage multiple tasks. TRC seeks a professional with field experience and relationship-building skills to grow with our company. The position is located in proximity to Bend, Oregon, but will require occasional travel to TRC office locations in Oregon. TRC will provide a laptop computer, monitor, mouse, and headset, but candidate's home working environment must have a reliable, high-speed, internet connection and allow for minimal distractions.

JOB DUTIES

- ◆ Promote energy programs to builders, verifiers, contractors, and product manufacturers
- ◆ Provide design and technical assistance to projects and recommend relevant energy efficiency measures
- ◆ Provide customer support with the energy efficiency work scope implementation
- ◆ Provide technical guidance and support or assist in addressing onsite issues
- ◆ Conduct inspections to verify that the energy efficiency measures meet program quality standards
- ◆ Create reports to document home inspection results and identify areas of remediation

QUALIFICATIONS

- ◆ Associate's degree and at least two years relevant experience, or at least four years of relevant experience
- ◆ Experience in construction, HERS rating, or related building science field
- ◆ Knowledge of building science, energy codes, and energy modeling software (i.e., REM/Rate, eQuest)
- ◆ Familiarity with residential design and construction processes, cost estimating, and purchasing
- ◆ Established critical thinking, analytical, and problem solving skills
- ◆ Strong verbal and written communication, time management, and organizational skills
- ◆ Established presentation and public speaking skills
- ◆ Strong computer skills: proficiency in MS Office and use of Customer Relationship Management (CRM)
- ◆ Eligible to work in the United States
- ◆ Valid driver's license in the State of Oregon (must be obtained prior to employment); position entails travel, mostly within Oregon.

SALARY AND BENEFITS The position is a full time, permanent position. Starting salary range is dependent on qualifications and experience. TRC is an equal opportunity employer, with a benefits package including health insurance and 401(k).

APPLICATION PROCESS Please email cover letter, three professional references, and resume to Derek Swenson at dswenson@TRCcompanies.com.