

JOB TITLE: Weatherization Technician

SUPERVISION RECEIVED: Reports to and works under the general supervision of the Weatherization Program Manager, who assigns duties and reviews work for effectiveness according to established work standards. Receives guidance from Crew Leaders and Energy Auditors on individual projects to maintain quality standards.

SUPERVISION EXERCISED: This is a non-supervisory position. Lead work/coordination of the work of others is not a typical function assigned to this position. Incumbents in this position may provide training and orientation to newly assigned personnel.

POSITION SUMMARY: Performs the installation of home weatherization materials, minor building repairs, and associated record keeping.

ESSENTIAL FUNCTIONS/ DUTIES & RESPONSIBILITIES

The duties listed are intended only as illustrative examples of the various types of work that may be performed by individuals in this classification. Any of the following duties may be performed. These examples are not necessarily performed by all incumbents and do not include all specific essential functions and responsibilities the incumbent may be expected to perform.

1. Install weatherization measures and materials, such as: installing insulation, house fans, repairing and insulating heating ducts, install insulation and single ply rubberized roofs on manufactured homes, air sealing, weather-stripping, replacing doors and windows.
2. Uses various hand and power tools.
3. Conducts work in compliance with OSHA and CSC safety procedures.
4. Performs house diagnostic testing, such as blower door, duct blaster, room balancing, worst case combustion testing, combustion appliance testing, indoor air quality testing and fan flows.
5. Calculate material needs for a specific job. Create manifest of job specific tools and materials. Load and unload materials. Safety transport materials to the work site. Inventory tools to prevent loss and clean up the work site.
6. Follow agency safety procedures while operating fleet vehicles.
7. Inspect and maintain warehouse, equipment and vehicles to ensure cleanliness and good working order.
8. Remain up to date on training and continuing education requirements.
9. Consistently maintain a professional and courteous manner and an ability to work effectively and harmoniously with other employees and the general public.
10. Maintain regular job attendance and adherence to working hours.
11. Accepts and performs other work as assigned.
12. Independently schedules work with clients within program manager guidelines.

QUALIFICATIONS & REQUIREMENTS

EDUCATION AND EXPERIENCE:

Must have high school education, able to measure and calculate material, basic understanding of residential construction, OSHA work place safety, ability to interpret diagnostic data, safely operate a commercial vehicle. Communicate professionally in written and verbal formats to clients, individuals with special needs, co-workers, vendors and the public.

KNOWLEDGE, SKILLS AND ABILITIES:

OSHA 10 safety training required. Desired training in PTCS duct sealing certification, shell technician training, diagnostic cert, fork lift driver, first aid/CPR, lead safe weatherization practices cert, mold certification, lead renovator cert.

SPECIAL REQUIREMENTS:

Must pass a criminal history background investigation; however a conviction of a crime may not necessarily disqualify an individual from this classification. Possession of or ability to obtain and maintain a valid Oregon driver’s license with insurable driving record required. Operating an agency vehicle is an essential job function.

WORK ENVIRONMENT/ WORKING CONDITIONS/ PHYSICAL DEMANDS

The work environment and working conditions described here are representative of those that are typical of the job and must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The homes may be in disrepair and may contain lead paint and asbestos. We often work in tight spaces like attics and under floors. They are very dusty, dirty, moldy and muddy. There are spiders, snakes, rodents and other animals in areas we work. We use power tools that are loud and cause flying debris. We work outside in all types of weather conditions. Many of our clients have special needs that require you to adapt your communication style to their needs.

In the performance of the job duties, the employee will predominantly work on construction sites that are outdoors with adverse weather conditions including but not limited to high and low temperatures, wet and/or humid conditions, high elevation locations, precarious places and exposed to wet fumes or airborne particles and vibration. The noise level in the construction environment varies and can be loud at times.

While performing the duties of this job, the employee is required to stand; walk; use hands to handle, feel, or operate objects, tools, or controls; reach with hands and arms; sit; climb or balance; stoop, kneel, crouch, or crawl; talk or hear; and smell.

The employee must occasionally lift and/or move up to 50 pounds.

You must wear proper personal protective equipment as required.

AN EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

I certify that I have read and understand the responsibilities assigned to this position.

Employee Signature: _____

Printed Name: _____ Date: _____