



## Home Weatherization Inspector

### **JOB SUMMARY:**

This employee performs initial assessments of properties participating in energy efficiency programs administered by the Mid-Ohio Regional Planning Commission's Energy and Air Quality Department. This position identifies energy saving opportunities, safety concerns, establishes methods to achieve goals to maximize efficiency and measures compliance.

### **KEY RESPONSIBILITIES:**

- Performs energy audits, educates consumers on energy usage, and performs diagnostic testing on structural/mechanical systems. Collects, creates and enters data on detailed work orders. Creates case files, (both hard copy and digital) which contains digital photographs, work orders and other supporting documentation for individual client.
- Inspects program eligible homes including but not limited to exterior, interior, attics, and crawl spaces.
- Documents energy savings upon completion of work.
- Complies with all funder's, safety and quality standards as well, as established agency policies and departmental procedures.
- Provides excellent customer service on routine basis.
- Other duties as directed.

### **MINIMUM REQUIREMENTS:**

- High school diploma or Equivalent, **PLUS**
- Three years in a residential construction or home inspection, or HVAC related field
- Present satisfactory driving record before employment
- Maintain driving privileges licensed by jurisdictional State throughout employment to drive MORPC owned or leased vehicles
- Obtains all required certifications and completes continuing education courses, as mandated by this position.

### **MUST POSSESS:**

- Excellent verbal and written communication skills
- Excellent customer relations skills
- Proficient computer software skills in Microsoft Office products and ability to learn new hardware and software technologies

### **ABILITY TO:**

- Lift 50 lbs. on a daily basis
- Carry and climb a ladder
- Follow safety guidelines, using power tools carefully and correctly

**THIS POSITION IS EXPOSED TO DIRT, INSECTS AND A WIDE VARIETY OF TEMPERATURES AND OTHER ENVIRONMENTAL CONDITIONS**

MORPC is an EOE/AAP employer. Please send resume to or complete and application at MORPC, ATTN EAQ-5-16, 111 Liberty St., Ste 100 Columbus, Ohio 43215, or email [submitresume@morpc.org](mailto:submitresume@morpc.org) for consideration. Please no phone calls.

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