

The hired **Inspector** will be responsible for inspecting the work of the program contractors both during and after their visit with customers, to verify that all eligible energy efficient measures have been installed to the specifications of the Mass Save program. Ideal candidate should have a background in Energy Efficiency programs with a strong understanding of building science as it relates to the weatherization of 1-4 family homes. Knowledge of specific testing procedures like Blower Door, Duct Blasting and Duct Flow are a plus. Building Performance Institute certifications, OSHA and Lead Safe certifications are required but will train the right candidate.

Responsibilities:

- Responsible for complete and accurate quality control or quality assurance inspections to verify the completion of work orders in accordance with program energy efficiency standards and client requirements.
- Conducts standard inspections to verify that the energy efficiency measures or equipment have been installed to program quality standards. May perform some diagnostic testing including blower door and combustion safety testing.
- Document findings. If problem or discrepancy is found, document with digital photos. Track and enter all required program data in an accurate and timely manner. Provides proper and timely reporting of program progress
- Answer customer questions regarding subcontractor or energy advisor visits. Resolve customer issues and be prepared to possibly fix minor defects during inspection visit.
- Conduct testing and proctoring certifications of new contractors in Air Sealing and Insulation. Supervise contractors on return repair jobs to ensure the work was fixed and the customer satisfied.
- Provides technical guidance to contractors/partners on addressing program or residential construction needs or problems. Supports or assists contractors in addressing issues on-site in customer homes. May conduct training of contractors or auditors on building science or program requirements.
- Stays current on latest Program initiatives, policies, procedures, etc. and proposing ideas for improvement. Develops advanced technical knowledge in energy efficiency and building science.
- Occasional office administration work related to contractor's work scopes. This work includes answering Contractor Hotline to assist contractors while on the job completing Energy Specialist contracted weatherization work and occasional technical review of incoming work orders.

Requirements:

- HS Diploma or equivalent
- Experience in understanding different building components and house construction.
- Strong customer service and client relationship management skills and enthusiasm for energy conservation. Ability to effectively communicate technical and program concepts to contractors, consumers, and other interested people or organizations. Ability to work independently and in a team setting.
- Computer proficiency, experience with Windows-based office applications required.
- Experience using tablets is a plus
- Building Performance Institute- Building Analyst and Envelope certifications are a plus
- Lead Safe certification is a plus
- Local or regional travel required on a daily basis. Flexibility in schedule required. May require evening and weekend scheduling.

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