

Job Description BPI Analyst

Duties and Responsibilities

Environmental consulting firm seeks a qualified individual to perform energy efficiency assessments and improvement to reduce customer's energy costs. Conduct thorough, accurate residential energy audits to evaluate factors such as insulation, HVAC systems, and lighting that affect home energy use, and safety. Analyst will explain recommended energy-efficiency measures and associated benefits, costs and savings. Secure homeowner approval of proposed work and coordinate schedule and subcontractors.

Follow up with homeowners to ensure high customer satisfaction.

The successful candidate will also be responsible for writing reports, scopes of work, and other duties as assigned.

Qualifications & Education

High School Diploma or equivalency required

BPI Certification-Building Analyst

Bachelor of Science degree-desired

Valid driver's license and car

Experience

Previously performed energy audits –desired

Previous renovation, HVAC, Weatherization or construction experience a plus

Ability to work in residential environments, including but not limited to being able to work in attics, basements and crawlspaces.

Other

Ability to pass a background check, including a drug screening

Key Competencies

Some computer skills

Good communication skills

High quality customer service

Physical Requirements

Able to wear a respirator

Able to pass a medical exam

For more than 29 years our firm has been providing award winning, state of the art environmental consulting, science, legal and training services.