



Home Energy Auditor (Estimator)

Location: Troy, NY

Benefits: Yes

Job Type: Full-time

The Commission on Economic Opportunity's (CEO) Healthy Homes program assists families and individuals in maintaining safe and comfortable housing through energy efficiency and home improvement services.

Why CEO?

- Training and development opportunities
- Caring environment, helping people
- Year round employment
- Paid vacations
- Regular schedule, no on-call services

Responsibilities:

- Traveling to client's home to perform Home Energy Audit.
- Communicate the process and overview on the program to the client at the initial walk through.
- Conduct Home Energy Audit (Estimate) consisting of reviewing and documenting the existing conditions and construction of the; wall/attic/basement insulation, heat systems, hot water tank with an emphasis on improving energy use efficiency.
- Prepare audit report (Estimate) and develop the scope of work creating the solutions for cost effective repairs to the home.
- Collaborate with Program Manager to create construction schedule.
- Order material as required for each project per the scope of work.
- Direct the crew and answer field related scope of work questions. Resolve any issues and problem solve any necessary changes with crew members.
- Conduct final inspection of completed work for compliance with program specifications.
- Must ensure compliance with program guidelines and perform data entry into software program
- Regular communication with clients to discuss project and address any concerns.

Minimum Qualifications:

- High School Diploma or equivalent
- Min. of 1 year prior building construction experience or equivalent academic training
- Ability to effectively communicate with clients and program staff
- Computer literacy

- A high level of accountability and motivation
- Valid and clean NYS Driver's License required

Preferred Qualifications

In addition to the above:

- Associates Degree in Construction Technologies

Check out our benefit package!

CEO offers:

- Medical, dental, vision
- Free access to a Telemedicine provider
- Paid Time Off
- Professional development during work hours
- Employee Assistance Program (EAP)

Apply: <https://www.ceoempowers.org/about/join-us/>

Please note: applicants for this position will be required to complete standard background clearances which include a Motor Vehicle Search (MVR) and a pre-employment drug screen.

EOE/AA