

Sustainable Resources Center, Inc. (SRC)

1081 Tenth Avenue S.E.
Minneapolis, MN 55414

Energy Conservation Specialist

Organization Summary:

Sustainable Resources Center, Inc. (SRC) is a 501(c)(3) nonprofit organization. Our work upgrades low income homes in Minneapolis and the surrounding area so they are healthier, safer, and more energy efficient to live in. Our energy program reduces the monthly cost of heating and cooling by installing new insulation, high efficiency furnaces and air conditioners. Our lead poisoning prevention program tests children for lead poisoning and removes lead hazards from the home. Our Aging-in-Place program makes improvements so senior citizens can remain safely at home longer. SRC currently delivers its programs in three languages and has grown to become the largest provider of its type in Minnesota. www.src-mn.org

Primary Duties:

JOB SUMMARY: Under the direction of the Director of Weatherization, this position performs field inspections, calculates energy savings, determines cost-effective and practical repairs, completes data entry, creates work orders for contractors, and educates low-income clients on utility bills.

- Performs 4 to 5 on-site energy audits per week following the MN Weatherization Assistance Program protocol. Includes inspection and analysis of building envelope, heating systems, electrical, plumbing and all other aspects of building characteristics that may be considered for home improvement, with an emphasis on energy conservation.
- Use a wide variety of testing and diagnostic equipment (blower door, infrared cameras, and furnace testing equipment, CO testing, oxygen, efficiency tests) for the purposes of identifying energy conservation potential and unsafe or hazardous conditions.
- Complete data entry into program specific software per program requirements.
- Create work orders for mechanical and insulation contractors.
- Assist in the tracking of contractor progress on issued work orders.
- Make and receive phone calls to/from clients and contractors.
- Conduct Quality Control Inspections following the MN Weatherization Assistance Program protocol.

- Responsible for knowing MN State Weatherization Policy Manual program rules and guidelines.
- Occasionally must be available for some client-required evening or weekend appointments.

QUALIFICATIONS:

- High school diploma or equivalent.
- Prefer to have a person with experience in residential energy auditing, including US DOE Weatherization Protocol and furnace testing experience.
- Currently certified as a Building Performance Institute (BPI) Building Analyst and/or Building Performance Institute - Quality Control Inspector (QCI), or be willing to become certified within 90 days.
- Must be able to relate to and communicate effectively with varied socio-economic individuals from diverse cultural backgrounds.
- Must be able to lift 75 pounds. Must be able to crawl, climb, and otherwise move about in confined spaces, often dusty and dirty work sites.
- Computer skills and high comfort level with modern office technology are needed.

Additional Information:

This is a fulltime position with excellent benefits. Salary is commensurate with experience.

How To Apply:

To be considered please email your resume and cover letter to:
d.roberts@src-mn.org or by standard mail to: Dan Roberts, Sustainable Resources Center, 1081 Tenth Ave. S.E., Minneapolis, MN 55414

Revised: January 2018