

ENERGY AUDITOR JOB DESCRIPTION

Job Title: Energy Auditor Technician

Department: Spirit Lake LIHEAP/Weatherization Program

Reports to: Spirit Lake LIHEAP Weatherization Coordinator

General Functions:

The Energy Auditor will be working under the direct supervision of the Spirit Lake Coordinator. The Energy will perform home energy audits and will educate consumers on energy conservation and usage.

Duties and Responsibilities, including but not limited to:

- Attend all required training by GO Energy Solutions
 - Construction Safety OSHA 10
 - Basic Building Science
 - Air Sealing Tools and Techniques
 - Insulation Materials
 - Tools and Application Techniques
 - Other Entry level Weatherization Practices
- Completes Diagnostic Energy audits to program standards in a timely efficient manner.
- Complete formal write up of home energy audit findings.
- Calculate potential for energy savings.
- Identify any health or safety issues related to planned weatherization projects.
- Collect and analyze field data related to energy usage.
- Compare existing energy consumption levels to normative data.
- Identify and prioritize energy saving measures.
- Quantify energy consumption to establish baseline for energy use or need.
- Recommend energy efficient technologies or alternate energy sources.
- Perform tests such as blower door test to locate air leaks.
- Measure energy usage with devices such as data loggers, universal data recorders, light meters, sling psychrometers, psychrometric charts, flue gas analyzers, amp-probes, watt meters, volt meters, thermometers, or utility meters.
- The Energy auditor will also use digital thermometers, air velocity monitors, light meters and other tools to help them analyze structures.
- Prepare audit reports containing energy analysis results or recommendations for energy cost savings. Analyze energy bills including utility rates to gather historical energy usage data.
- Prepare job specification sheets for home energy improvements, such as attic insulation, window retrofits, or heating system upgrades.
- Inspect newly installed energy efficient equipment to ensure that it was installed properly and is performing according to specifications.
- Educate consumers and clients regarding energy conservation measures.
- Conduct energy audits of each weatherization job after work is completed.
- Perform weatherization improvements as needed.
- Inspect buildings to identify required weatherization measures, including repair work, modification or replacement

- Simple record keeping which includes daily journaling and weekly timesheet reports.
- Other duties as assigned

Job Specifications

- Perform variety of manual tasks
- Ability to understand the standard practices, processes, tool and materials involved in all areas of weatherization.
- Strong communication skills with staff and coworkers.
- Maintain a good working relationship with others
- Ability to operate and maintain all of the required power and hand tools, in a safe and workman like manner.
- Physically able to lift and manipulate objects of up to 50 lbs.
- Follow established safety rules and regulations and maintain a safe and clean working environment.

Qualifications

- Valid North Dakota Driver's License
- High School Diploma/GED (Preferred but not a Union Requirement)
- Preferred 3 years of relevant construction experience.
- Preferred 1 year of relevant residential energy usage and/or utility programs.

Native Preference

Preference will be given to eligible and qualified Spirit Lake Tribal applicants.