



OREGON  
HUMAN  
DEVELOPMENT  
CORPORATION

## **ABOUT OREGON HUMAN DEVELOPMENT CORPORATION & OUR MISSION**

Oregon Human Development Corporation (OHDC) is a nonprofit human service organization that has been providing workforce development and associated services for farmworkers and disadvantaged individuals throughout Oregon since 1979. These services include support, referral, advocacy, resources, assistance, and education. We provide similar services in Nevada as the Nevada Human Development Corporation (NHDC).

## **WEATHERIZATION ENERGY AUDITOR / INSPECTOR OVERVIEW**

This is a technical, direct service position for OHDC's Weatherization program operating in Klamath and Lake Counties. The Energy Auditor/Inspector will perform residential energy audits and inspections, working on-site to access potential energy-saving home improvements and to educate clients about energy-saving measures. The position is responsible for completing final inspections for homes after contracted weatherization crews have completed the specified home improvements.

## **ESSENTIAL FUNCTIONS**

- Conduct energy audits using knowledge of weatherization and building science, identifying energy-saving opportunities and preparing audit reports and analyses
- Measure and identify building characteristics, materials, and records to rigorous standards
- Run diagnostic testing and identify health and safety concerns of the prospective client site, including mold, lead/asbestos, air quality, and structural/electrical hazards
- Educate clients about energy saving techniques regarding heating, cooling, lighting, water conservation, and utility usage
- Work with appropriate sources to determine owner information, build year, actual utility usage, historic significance of property, and other issues that could affect a site's inclusion into the weatherization program
- Inspect and rigorously test completed jobs, liaising with subcontractors and the Weatherization Program Director at all stages of the weatherization project
- Other related duties and responsibilities as assigned

## **QUALIFICATIONS AND EXPERIENCE**

- Effective communicator in both speech and writing
- General knowledge of construction, tools, materials, and procedures
- Basic computer skills and the ability to learn auditor/inspector software programs
- Ability to work on various tasks simultaneously, as a positive, reliable, and contributing team member

- Experience and ability to operate a variety of power / hand tools and testing devices
- Ability to think critically with strong problem-solving skills
- Bilingual (English/Spanish) preferred but not required

### **CERTIFICATES, LICENSES, AND REGISTRATIONS**

- Valid driver license with acceptable driving record demonstrated by a recent printout by the Department of Motor Vehicles
- New hires must possess or can obtain required state Weatherization certifications if not certified; ability to travel out-of-area for certification training and testing
- Candidate must successfully pass a background check
- Candidate must comply with OHDC's drug policy
- Candidates with **Building Performance Institute** certifications preferred but not required

### **Even if you do not meet our preferred qualifications, we still want to hear from you!**

Studies have shown that women and people of color are less likely to apply for jobs if they don't meet every one of the qualifications listed. We are interested in finding the best candidate for the job, and that candidate may be one who comes from a less traditional background. If you meet key qualifications for the role, and believe you would be the best fit, we encourage you to apply.

### **WORK ENVIRONMENT:**

- Indoor and outdoor work environment
- Exposure to trash and potential biohazards

### **PHYSICAL DEMANDS:**

- Required to frequently reach with hands and arms, regularly required to climb or balance, stand, walk, kneel, crouch and crawl. Employee must have the ability to kneel, crouch, or crawl in attics and in crawlspaces.
- Regularly lift and / or move 20 to 50 pounds.

### **ADDITIONAL INFORMATION**

- Location: Klamath Falls
- Job Type: Full-time 40-hour employee
- Supervisor: Weatherization Program Director
- Starting Pay Range:
  - \$21.00 - \$22.75 per hour with no or partial certifications
  - \$23.26 - \$24.01 per hour with state QCI certifications

**OHDC is an equal opportunity employer** and does not discriminate on the basis of race, color, sex or gender, religion, sexual orientation, identity, physical or mental disability, nationality of origin, Veteran status, or any other category protected by state or federal law.

**We offer a generous benefits package to employees**, including paid time off starting at 20 days/year, 12 paid holidays annually, a PPO medical, dental, and vision benefits plan with OHDC covering 90% of the premium cost, a 403b available to all employees and dollar for dollar matching up to 6% after 1 year of service, employer paid short-term and long-term disability, a medical Flexible Spending Account and Dependent Care Flexible Spending Account, and an employer-funded Health Savings Account.

**In terms of work culture**, OHDC is a collaborative and supportive work environment, where work/life balance and flexibility are respected and encouraged. We pride ourselves on the work we do in the communities we serve.

### **How to apply**

- Candidates should submit a cover letter and resume to: [jobs@ohdc.org](mailto:jobs@ohdc.org)
- Application Deadline: Open until filled