

Total Action For Progress into hope

JOB DESCRIPTION

JOB TITLE: Weatherization Technician

COMPONENT: Energy Conservation and Housing Rehabilitation

SALARY RANGE: \$11.40 - \$13.00/hourly

CLASSIFICATION: Non-exempt

DEFINITION AND PURPOSE:

Performs tasks on dwellings to enhance the fuel conservation and reduces heating costs in accordance with DHCD Weatherization Installation Standards.

ORGANIZATIONAL RELATIONSHIPS:

Supervised by: Crew Chief

Supervises: No one

Coordinates with: Weatherization Technicians, Crew Leader and other Weatherization staff.

RESPONSIBILITIES:

- Performs following weatherization services:
 - Inspects heating and cooling equipment
 - Seals major air leaks and bypasses
 - Insulates sidewalls
 - Insulates and vents attics
 - Insulates ducts and heating pipes
 - Insulates Mobile Home Bottoms
 - Insulates domestic water heaters
- Works effectively and efficiently to achieve production goals of the program.
- Completes following forms accurately:
 - Home Energy Assessment Checklist
 - Vehicle Mileage Log
 - Quality Control Checklist
- Responsible for tools and equipment, including usage and maintenance as well as orderly return to the designated storage areas.
- Follows all health and safety guidelines at all times.
- Follows instructions of the Weatherization Crew Chief and/or Assistant Crew Chief in the absence of the Weatherization Crew Chief.

- Assists in the safe loading and unloading of weatherization materials, supplies and equipment.
- Perform duties as necessary as the competent attendant for Confined Work Space activities.
- Assures the safeguarding of the private property of clients and maintaining courteous behavior at all times.
- Other duties as assigned and required.

ESSENTIAL KNOWLEDGE, SKILLS AND ABILITIES:

- Knowledgeable in heating and cooling systems, and construction and carpentry.
- Experience using various tools and diagnostic equipment, reads a tape measure, and has basic mathematical skills.
- Ability to understand and follow directions and must be able to read and speak English.

TRAINING, EDUCATION AND EXPERIENCE:

- High school graduate or equivalent required.
- Must have stable work history.
- Must have completed or complete within 6 months of hire the following courses: Lead Safe Weatherization, OSHA 10, and Retrofit Installer Technician Course.

SPECIAL REQUIREMENTS:

- Must have a valid Virginia Drivers License and have a good driving record and reliable transportation.
- Must pass drug screening. Some positions require positive complete background screening including: criminal, sex offender and child protective services.
- Must be able to perform roof work.
- Physical Activity of this position: climbing – ladders, stairs, scaffolding, ramps, poles and the like; balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, use of fingers for - picking, pinching, or typing; grasping, feeling, talking, hearing and repetitive motion.
- Physical Requirements of this position: Heavy work –exerting up to 100 lbs of force occasionally, and/or up to 50 lbs of force frequently, and/or up to 20 lbs of force constantly to move objects.
- Visual Acuity Requirements: close visual acuity to perform an activity such as: preparing and analyzing data and figures, transcribing, viewing a computer terminal, extensive reading, visual inspection involving small defects, small parts, and/or operation of machines (including inspection), using measurement devices, and/or assembly of fabrication parts at distances close to the eyes.
- Conditions worker will be subject to in this position: environmental conditions – inside and outside such as extreme cold and extreme heat, noise, hazards, atmospheric conditions, frequently in close quarters, crawl spaces, shafts, man

holes, small enclosed rooms, small sewage and line pipes, and other areas that could cause claustrophobia. The worker is required to function in narrow aisles and passageways.

This description provides information regarding the essential functions of the designated job, and general nature and level of work associated with the job. It should not be interpreted to describe all the duties that may be required of such employees or be used to limit the nature and extent of assignments such an individual may be given.

Every TAP employee shares in TAP's responsibility to "Mobilize Community Resources" in support of TAP's anti-poverty efforts.

TAP hires only U.S. Citizens and lawfully authorized aliens.

Equal Opportunity Employer/Drug Free Workplace
Bilinguals Encouraged to Apply