



Weatherization Field Specialist

Topeka, KS

*This is a grant funded position and will end once funds are expended.

KHRC is looking for an individual who is passionate about helping low- income households improve their comfort and reduce their utility bills through energy efficiency. Working through the Kansas Weatherization Assistance Program, this position will serve as a quality control auditor and trainer to ensure the program is providing the highest quality services.

Key duties include:

- Provide technical support for all levels of the Weatherization Assistance Program.
- Schedule and conduct site visits of homes to review completed work and write associated technical summary reports per program requirements.
- Observe work performed for quality and compliance which will require accessing attics and crawlspaces.
- Review energy audits and work scopes in the office and help develop and maintain technical policies and procedures related to energy efficiency upgrades.
- Demonstrate knowledge of general home energy efficiency inspection procedures and general building codes.

This position requires a valid driver's license due to the travel involved.

Knowledge, Skills and Experience

Bachelor's degree, trade school certification or relevant experience required. Two years of experience in the technical trades or construction is preferred. Intermediate computer skills and strong report writing skills are necessary. A combination of education and experience may be accepted as determined relevant by KHRC.

What We Offer

- Paid Time Off
- Discretionary Day
- Paid Holidays
- Paid Maternity/ Paternity Leave
- Medical, Dental, and Vision Insurance
- Retirement Plan
- Tuition Assistance
- Paid Covered Parking

Resumes will be accepted until Friday, May 17, 2024.

Kansas Housing Resources Corporation

We help Kansans access the safe, affordable housing they need and the dignity they deserve.

KHRC is committed to providing access, equal opportunity and reasonable accommodation to all individuals in employment, its service, programs and activities.

TO APPLY, SEND COVER LETTER AND RESUME TO:

Katelyn Ramirez

Human Resources Generalist
611 S Kansas Avenue, Suite
300 Topeka, KS 66603

PHONE:
785-217-2052

WEBSITE:
kshousingcorp.org

EMAIL:
hr@kshousingcorp.org

Starting pay for this position is \$27.00/hour depending upon experience and certifications.