

EMPLOYMENT OPPORTUNITY

Title: Weatherization Program Manager-TEMP TO HIRE POSITION

Job Posting: 0001

Program: Energy/Housing

Locations: Bryan, Texas

Beginning Salary: \$35,000.00

Travel Required: 80%

Duties:

Will serve a key role in redeveloping the Weatherization Program while performing all duties associated with determining; applicant eligibility, assessing units, performing energy audit, developing work orders, billings, and all reporting required by funding sources.

This position is also responsible for managing and implementing projects and activities to ensure homes and multi-family units are energy efficient. In addition, this position plays a critical role in working with various grant profilers such as utility companies, and the Texas Department of Housing and Community Affairs.

Education Required/Minimum Qualifications:

High School Diploma or equivalent and five years progressively responsible experience; or Bachelor's Degree and three years responsible experience. Knowledge of basic carpentry skills.

Knowledge, Skills & Abilities (KSAs)

Required: Two years minimum experience in data entry.

Machines and Equipment

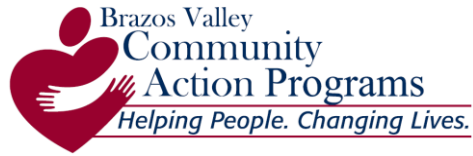
Typical: Computer, monitor, facsimile (fax) machine, copier, telephone and other standard office equipment.

Other Requirements or other factors:

Ability to multi-task and work cooperatively with others; ability to work with people of many cultural backgrounds. Ability to travel in ten county area. Must obtain QCI certification within 3 years of employment

Certifications/Licenses

Required: Valid driver's license with good driving record. Must obtain QCI certification within 3 years of employment



BVCAP offers a well-rounded benefit package to all full-time regular employees who work 30+ hours a week. Eligibility may vary for specific programs based on your employment status.

- **Paid Time Off (PTO)**
- **Company Paid Holidays**
- **Company Paid Short Term and Long Term Disability**
- **Company Paid Life Insurance and AD&D**
- **PPO Medical Plan:** *We offer employees options when it comes to choosing a PPO medical plan that is right for them.*
- **Dental Plan**
- **Vision Plan**
- **Supplemental Insurance Coverage: Cancer, Critical Illness, Hospital Confinement & Accident**
- **403B Retirement Plan**