

COMMUNITY ACTION PLANNING COUNCIL OF JEFFERSON COUNTY, INC.

Position Posting  
(In-House and Out-of-House)  
Date Posted: April 8, 2015

JOB TITLE: Technician II  
PROGRAM/DEPARTMENT: Weatherization  
CLASSIFICATION: Temporary/Full-Time/Non-Exempt (*May lead to regular full-time*)  
POSITION GRADE: Grade 5  
SALARY: \$16.52 Per Hour  
JOB HOURS: 40 hours per week  
JOB LOCATION: 588 Morrison Street, Watertown NY

JOB SUMMARY: The Technician works with the Weatherization Program staff to provide weatherization energy conservation services to eligible low-income households in Jefferson County. This includes installing windows and doors, insulating attics, furnace repair and replacement. This individual will work with the Crew Supervisor to carry out program performance standards and meet program deadlines. The Technician must be willing to learn new practices and technologies as they apply to conserving energy in Jefferson County's housing market. This person will report directly to the Energy Services & Facilities Director and Crew Supervisor.

EDUCATION: High School diploma/GED required. Vocational or technical training preferred.

EXPERIENCE: Three (3) years work experience in the construction field required. Must be skilled in window and door installation.

OTHER REQUIREMENTS:

Must be supportive and non-judgmental in working with low-income families.

Ability to maintain confidentiality of program information.

Ability to work as a team and to cooperate with all Weatherization staff.

Ability to communicate clearly (verbal and written).

Ability to keep accurate records.

Ability to work 8-10 hours per day; stand for prolonged periods; climb and work from ladders; use hand and power tools; be able to stoop, kneel, crawl, reach, push and pull; exert up to 100 lb. of force occasionally; lift up to 30 lb. frequently; and work in all environmental conditions (i.e. heat, cold, rain).

Employment is conditional pending completion of a successful criminal background clearance.

Preference is given to qualified in-house candidates and/or candidates with window and door installation, heating repair and replacement experience.

Must maintain throughout employment, a valid driver's license free from major infractions.

Community Action is a Smoke-Free and Substance-Free workplace. Employees are subject to random, post accident and reasonable suspicion drug testing.

BENEFITS: Agency Fringe Benefit package is available.

TO APPLY: Submit resume and completed application form by 4:00pm on 4/17/15 to Community Action Planning Council, 518 Davidson Street, Watertown, New York 13601, Fax 315-785-0892, or email rbattista@capcjc.org. Application form available at www.capcjc.org.

EOE/AAE