



Weatherization Crew Specialist

Department of Technology and Energy Services

333 Sheridan Ave, Albany, NY

THE POWER OF CHANGE

ABOUT ALBANY COMMUNITY ACTION PARTNERSHIP:

Albany Community Action Partnership (ACAP) is a source of direct support for families who live in poverty in Albany, New York. The majority of program participants are from economically vulnerable families with incomes below 75% of the federal poverty threshold (or \$20,160 for a family of three - the average family size of ACAP's customer population). For 50 years ACAP has been providing a network of programs which serve the needs of children and families living in poverty.

Our prominent programs include: Early Head Start, Head Start, Energy Assistance and Weatherization, Assets for Independence, Career Pathways, Healthcare Opportunities Grant, and we support parents through Employment and Dress for Success. Through its programs, ACAP has created positive change in the lives of children and families in Albany, Cohoes and Wilton. ACAP embodies the spirit of hope, improving communities and making the Capital Region a better place.

RESPONSIBILITIES:

The Weatherization Crew Specialist assists the weatherization team with installing, repairing, and renovating residential energy related material, equipment, and systems. They are responsible for properly storing and accounting for inventory of program supplies and material. They maintain all equipment used on the job in good working order. They improve energy efficiency and safety of residential homes for NYS low-income households by repairing and/or renovating energy – related materials and equipment.

Daily duties include installation of home insulation; air-sealing and caulking, equipment installation (smoke/CO2 detectors, space heaters, energy-saving showerheads and light bulbs, etc). They clean existing equipment and systems and complete daily documentation of assessment and audit report findings then make recommendations. They fuel and maintain program vehicles, perform minor vehicle maintenance and repairs as needed, perform daily inspections of vehicles for maintenance and service needs and are involved in ongoing client recruitment, assisting in community outreach services and developing and cultivating collaborative relationships with outside resources including vendor and subcontractor relations. They perform client services and daily responsibilities in a professional manner that continually promotes agency mission and values.

QUALIFICATIONS:

Must be 18+; a High School Diploma/GED is required and at least one year experience in construction and general labor. Must have a valid NYS Driver's License. Customer service, time management, and basic PC knowledge required. Bilingual/multilingual skills are a plus.

BENEFITS:

Health, dental, vision insurance; vacation, sick, and personal leave; paid holiday's; educational assistance; 403(b) plan

CLASSIFICATION / HOURS:

40 hours per week; 52 weeks per year. Starting \$15.64 per hour with potential for increase based on performance

APPLICATION PROCESS:

Please send a cover letter and a current resume to:
Albany Community Action Partnership, Human Resources
333 Sheridan Avenue, Albany, NY 12206
FAX: (518) 463-8185
E-MAIL: HR@albanycap.org
Selected Candidates will be contacted for interview.
No Phone Calls Please

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We maintain a drug-free workplace and perform pre-employment
substance abuse testing**