



## Energy Advisor

If you are a Certified Energy Advisor or Registered Energy Advisor, a renovator or contractor, or if you have specialized knowledge about building science or energy-efficient building practices, you may wish to investigate the possibility of becoming a residential energy efficiency advisor.

Windfall Ecology Centre is a leader in the development of Energy Conservation Solutions for home and business. We deliver services to communities within Ontario that focus on assisting others to become active in the reduction of greenhouse gas production. We do this through the advocacy of home and business energy conservation initiatives, including energy audits, low income retrofit programs, water conservation technologies and incentive programs.

If you have the right technical background, good oral and written communications skills, and are willing to undertake additional training, contact us to be considered for an energy advisor position. This position reports to the Manager and is responsible for working with clients in Toronto, York Region and surrounding areas to maximize residential energy-efficiency and related environmental impacts.

### Qualifications

- demonstrated knowledge of residential building science
- good computer skills and familiarity with internet information exchange
- good communication (oral, written and telephone) skills
- excellent interpersonal (social marketing) skills
- demonstrated committed to environmental goals
- working knowledge of NRCan's *EnerGuide for Houses* rating and evaluation system
- possession of a valid Ontario driver's license
- access to a reliable vehicle with liability insurance of not less than \$1,000,000

### Responsibilities

- Conduct residential audits using the *EnerGuide for Houses* system procedures
- Prepare, present and explain custom Home Energy Plans to residential customers
- Prepare and deliver *EnerGuide for Houses* labels to residential customers
- Promote and conduct follow-up audits with residential customers
- Complete and submit, on a timely basis, all required reports and electronic files
- Respond promptly to all issues and inquiries
- Install (if required) energy and water conservation devices in residences
- Promote (if required) related service and programs.
- Attend scheduled staff meeting and training sessions as required
- Conduct follow up telephone calls with customers as required

***Technical training will be available for qualified candidates.***

Please send a detailed resume and cover letter to Jen Atkinson at [info@windfallcentre.ca](mailto:info@windfallcentre.ca) by April 24, 2017. Visit [www.windfallcentre.ca](http://www.windfallcentre.ca)