



## Title: Energy Program HVAC Technician II

Location	Based in Silverthorne, Gypsum, or Rifle. Works regionally including overnight travel – Up to two trips for 2-3 nights per month.
Schedule	Full-Time, 40 hours/week, M-TH 7:30a-6:00p
Job Type	Regular, Benefits Eligible, Nonexempt (Hourly)
Reports to	Program Manager, Agency Trainer, Division Manager or Director
Wage Range	2025: \$34.12-47.76
Advancement or Cross Train	Energy Auditor, QCI Inspector or Program Manager

### Summary

HVAC Tech II is a journey-level craft or skilled trade position responsible for installing, troubleshooting, repairing and maintaining advanced and complex heating, ventilation, air conditioning, refrigeration and heat pump systems and performing all Energy Efficiency Tech (I & II) and HVAC Tech I tasks. HVAC II Techs insulate, balance air flow, retrofit, diagnose and repair duct work and install upgrades in houses to help improve safety and reduce energy costs to make homes more comfortable and sustainable. HVAC II Techs will work and drive in all types of weather throughout a large region and work in a variety of housing types, communities, and households. Techs plan and schedule work including assembling tools and materials and loading and unloading vehicles. Techs keep notes, receipts, photos and other records to document work quality and keep track of job costs. HVAC II Techs earn and maintain several critical certifications and will identify, handle and dispose of refrigerants and other hazards safely. HVAC II Techs communicate regularly with team and community members in person and electronically using smartphones and other tools.

### Required

- 3-5 years' experience as Energy Efficiency or HVAC Tech, plumbing, climate control, construction, maintenance, restoration, remodeling, sheet metal, or similar work is required.
- Maintain a valid driver's license and acceptable motor vehicle driving record.
- Successful background check.
- Understanding of HVAC principles, refrigerants, building science, home performance, weatherization or restoration.
- Credentials: Environmental Protection Agency (EPA) approved Section 608 Certification.
- Ability to use computer and smartphone for a wide variety of work tasks.
- Communicate verbally and in writing in English.

### Preferred Experience or Training

- 5-7 years HVAC, plumbing, weatherization, energy efficiency retrofit, construction, maintenance, mechanical, insulation, building trades, sheet metal or similar experience.
- High school diploma, GED or equivalent, trade, technical school, industry certifications or related military service.
- North American Technician Excellence (NATE) or National Comfort Institute (NCI), HVAC Excellence certifications or training. Asbestos Building Inspector Initial Training, Building Analyst Professional (BA-P), Infiltration and Duct Leakage (IDL), and OSHA-30 or First Aid/CPR.



- Bilingual in Spanish is valued and may be eligible for bilingual pay increase if fluent and utilized at work.

## **Responsibilities**

- Test, troubleshoot, install, repair and design HVAC, heat pump, energy or safety measures.
- Performs combustion safety testing, hazard gas testing, duct system inspection, filtration evaluation and heat loss/load calculations.
- Test electrical circuits or components for continuity, using electrical test equipment.
- Study blueprints, design specifications, or manufacturers' recommendations to ascertain the configuration of heating or cooling equipment components and to ensure the proper installation of components.
- Discuss heating or cooling system malfunctions with users to isolate problems or to verify that repairs corrected malfunctions.
- Connect heating or air conditioning equipment to fuel, water, or refrigerant source to form complete circuit. May include brazing or soldering.
- Insulate attics, crawl spaces, basements, or walls. Find and seal air leaks.
- Make simple low-cost improvements to lighting, faucets, and thermostats. Install and test carbon monoxide and smoke detectors.
- Conducts diagnostic testing to identify inefficiencies and evaluate the effectiveness.
- Maintains working relationships and effective communication with clients, crews, suppliers, and other staff members.
- Ensures that work is completed safely, efficiently, and to high quality standards and documented accurately.
- Follows federal, state, and local program rules and requirements.
- Protects the privacy of customers/families and maintains confidentiality.
- Installs, troubleshoots, and repairs simple to complex HVAC systems (furnaces, ducts, water heaters, and heat pumps). Diagnose and fix minor gas leaks.
- Uses provided Personal Protective Equipment (PPE) when needed.
- Safely drives vans, trucks, and insulation box trucks in all types of weather on all types of roads.
- Identifies potential for hazards such as asbestos or lead. Works with others to conduct hazards testing and mitigation as needed.
- Makes supply and equipment charges accurately. Responsibly uses credit cards and store accounts. Reports expenses on time and correctly in Certify.

## **Knowledge, Skills and Abilities**

- Uses intermediate to advanced HVAC/R practices, science principles, home performance, energy conservation, plumbing, ducting, and carpentry knowledge to evaluate measures and determine work plan.
- Solves high level problems and complex whole house system puzzles by demonstrating advanced critical thinking and problem-solving skills.
- Understands hand and power-operated tools for safe operation.
- Maintains attention to detail to ensure that all installations meet safety and quality standards.
- Able to understand complex information and explain it clearly to others.



- Works independently and as part of a team with a wide range of people from diverse experiences and different backgrounds.
- Construction math skills, ability to follow directions, and proven mechanical aptitude.
- Lifts 50 pounds without assistance, repeatedly lift and move 10-40 lbs.
- Significant dexterity, flexibility, and comfort in small spaces. Can crawl into and work in awkward and tight spaces including attics or crawlspaces with a 24" vertical clearance.
- Stamina to work for extended periods of time standing or walking on rough, uneven ground, bending, crouching, and stooping.
- Ability to work at height safely including on ladders or roofs up to 35 feet in height.

### **Training & Credentials**

Training is provided and required (in person on-the-job, classroom and computer). Within the first 6 months, HVAC Tech II will complete:

- Asbestos Building Inspector Initial Training and Lead RRP
- Construction Safety (OSHA-10) or First Aid/CPR.

Within 24 months HVAC Tech II will:

- Complete certified HVAC Professional (CHP-5), AC & Heat Pump, or Heating Professional, Infiltration and Duct Leakage, or equivalent.
- Any other North American Technician Excellence (NATE), or Air Conditioning Contractors of America (ACCA), National Comfort Institute (NCI), or HVAC Excellence training or similar professional or trades education or apprenticeship, or
- Obtain journey plumbing, electrical, mechanical certificate or HVAC credential, license, or similar such as International Code Council (ICC) exam success.

### **Program Description**

The Energy Program provides quality energy efficiency services in a safe and cost-effective manner to income qualified households across a 13-county area of Northwest Colorado by administering several programs designed to lower energy costs for qualifying Coloradans. The three largest programs include: the Weatherization Assistance Program (WAP), Colorado's Affordable Residential Energy Program (CARE) and the Crisis Intervention Program (CIP). These programs help qualified Coloradans save money, increase comfort, and better their homes and environment through proven energy conservation solutions. Solutions include high efficiency furnaces and appliances, building shell insulation, lighting upgrades, air source heat pumps, and rooftop solar arrays, among others.

### **Field Work Conditions**

As a Tech, you will work on-site in lived-in homes, both indoors and outdoors. Conditions include working inside client homes, attics, crawlspaces, and on roofs. Expect significant physical exertion like lifting up to 50 lbs. repeatedly, bending, and climbing carrying various tools. You may work in extreme temperatures and around hazards like lead, asbestos, and mold. Protective gear including respirators, gloves, and suits are provided and needed. Following safety protocols is essential. Teams travel daily in a large region while driving vans and trucks in all types of weather on mountains, city, and rural roads.

### **Equal Employment Opportunity Statement**

NWCCOG Energy Program provides equal opportunity without regard to race, color, religion, national origin, gender, gender identity, sexual preference, age, or disability. This job description is not an exhaustive list of duties associated with this position. Incumbents currently holding this position may



perform additional duties, and additional responsibilities may be assigned as needed. It is essential to possess the physical stamina necessary to work extended hours. Qualifications mentioned above represent the knowledge, skills, and abilities to succeed in the role. Reasonable accommodation may be provided to enable individuals with disabilities to perform the essential functions of the job.