Housing Programs Technical Monitor / Inspector  
(Compliance / Safety Officer IV)  

Position:  
#00347

Location:  
DHCD  
600 E Main St, Suite 300  
Richmond, VA 23219

Hiring Range:  
$56,000 - $62,000 Annually

DUTIES AND RESPONSIBILITIES:

The Virginia Department of Housing and Community Development is looking for an energetic and skilled individual to serve as the Housing Programs Technical Monitor / Inspector. This individual will monitor the activity and performance of local agency recipients of the Department’s housing programs through accurate interpretation and application of all relevant federal regulations and requirements of the U.S. Department of Energy, the U.S. Department of Housing and Urban Development, State policies, procedures, and guidelines. This individual will monitor file documentation and provide physical inspection of actual weatherization and construction work and property conditions.

QUALIFICATIONS GUIDE:

Must possess a general knowledge and understanding of regulations governing the U.S. Department of Energy’s Weatherization Assistance Program, the U.S. Department of Health and Human Services Low-Income Home Energy Assistance Program, and the Virginia Department of Social Services Low-Income Home Energy Assistance Program. Excellent oral and written communication skills and strong analytical capabilities are needed. Must be familiar with Microsoft Office and Google Mail. Familiarity with spreadsheets and database programs is desirable. Knowledge in use of blower door, infrared camera, and combustion appliance zone (CAZ) testing equipment is desirable. High school diploma. Must be capable of working with diverse populations and must have knowledge of construction principles, preferably in housing rehabilitation, restoration, energy conservation or energy auditing. Must be able to engage in frequent overnight travel. Valid driver’s license is required. Must be eligible to obtain certification as an Energy Auditor and Quality Control Inspector.

TO BE CONSIDERED FOR THIS POSITION, YOU MUST COMPLETE A STATE APPLICATION THROUGH THE ONLINE EMPLOYMENT SYSTEM http://virginiajobs.peopleadmin.com/postings/139014  
BY TUESDAY, FEBRUARY 26, 2019 AT 11:59 PM

For additional information, please contact our Human Resource Office, at (804) 371-7080  
An Equal Opportunity Employer  
Women, Minorities, Veterans and people with disabilities, AmeriCorps, Peace Corps, and other national service alumni are encouraged to apply.  
Requests for reasonable accommodations will be provided to applicants in order to provide access to the application and/or interview process.