



Human Resources

Oakland Livingston Human Service Agency

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Job Description Quality Control Inspector

Division: Community & Energy Services

Department: Weatherization

Supervisor: Associate Director of Weatherization and Community Services

Job Mission:

To provide complete and accurate pre and post quality control inspections of homes and to determine quality assurance compliance of the contractor's performance according to program requirements.

Performance Standards:

1. Conduct pre and post site inspections according to State of Michigan & DOE Weatherization Assistance Program guidelines.
2. Assist in auditing contracted inspections to ensure quality assurance.
3. Communicate with clients to explain the weatherization process.
4. Carry out all other duties as directed by supervisor.

Qualifications:

1. BPI Quality Control Inspector Certificate required within one (1) year of employment. High School diploma or equivalent required.
2. One year Building inspection and/or residential construction experience desirable.
3. Licenses and Certifications Required: Valid Michigan Driver's License.
Required within 180 days of employment: State of Michigan Inspector Certificate, Lead Safe Work Practices Certified, ASHRAE 62.2 Certified, Indoor Air Quality Certified, Blower Door Trained, EPA / LRRP Certified, and MIOSHA Occupational Safety and Health Training Certified.
4. Must be able to meet the physical demands of the job.

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