

# Quality Control Inspector

Learn more about experience requirements, the work environment, and advancement opportunities.



## Minnesota Weatherization Assistance Program

[GreenWorkforceConnect.org/MN](https://GreenWorkforceConnect.org/MN)

**Department:** WAP (Weatherization Assistance Program)

**Schedule:** Varies, generally weekdays, no weekends

**Salary Range:** \$53,000 - \$72,000

**Classification / Overnight Travel:** Full-time, Non-Exempt with occasional travel

### Purpose & Summary

As a Quality Control Inspector for the Weatherization Assistance Program (WAP), you will test and verify energy efficiency upgrades in residential buildings. Your primary responsibility will be to conduct methodical inspections and perform safety and diagnostic tests to verify compliance with program standards, guidelines, and regulations. You'll help reduce household energy costs while making homes more comfortable and safe.

### Role & Responsibilities

**As a Quality Control Inspector, your responsibilities include:**

- Maintain relationships and effective communication with clients, crew members, and program staff.
- Ensure that all work is completed efficiently and to the highest quality standards.
- Collaborate with program staff to identify areas for enhancement in any processes or procedures.
- Adhere to federal, state, and local program rules and requirements.
- Educate clients on energy-saving techniques and best practices.
- Maintain accurate inspection records, reports, and documentation.

# Quality Control Inspector

## Core Duties

- Conduct inspections of residential buildings to verify compliance with program guidelines and specifications.
- Assess the quality and effectiveness of installed weatherization measures, including insulation, air sealing, and HVAC systems.
- Identify and document any deviations from program standards and recommend corrective actions.

## Other Duties

- Stay up-to-date on energy efficiency technology and industry trends.
- Provide technical guidance and support to weatherization crews and contractors.
- Achieve and maintain certification and training requirements for the position.

## Knowledge, Skills, & Abilities

- Proven ability to work with diverse communities and understand the unique needs of different cultural backgrounds or households.
- General knowledge of building science principles, energy conservation methods, and carpentry.
- Proficiency in using diagnostic tools and equipment, such as blower doors and infrared cameras.
- Strong attention to detail and the ability to follow program guidelines and specifications.
- Analytical mindset and problem-solving abilities to identify deviations and recommend corrective actions.
- Good communication skills to effectively collaborate with weatherization crews and stakeholders.
- Ability to understand and apply industry standards and best practices.
- Client service skills to explain complex technical information to homeowners in a clear and understandable manner.
- Physical stamina and ability to work in various weather conditions and confined spaces.

## Required Qualifications

- High school diploma, GED, or equivalent
- Must possess a valid driver's license and maintain an acceptable driving record

## Preferred Qualifications

- 3-5 years of construction or energy audit experience
- Building Performance Institute Energy Auditor and Quality Control Inspector Certification
- EPA Lead Renovation, Repair, and Painting Certification
- OSHA 30 Certification

## Working Environment

As a Quality Control Inspector, you can expect to work both indoors and outdoors, conducting inspections in lived-in residential buildings. Your responsibilities will involve working in living spaces, attics, crawlspaces, and on the roofs of homes. The work may involve physical exertion such as heavy lifting (up to 50+ lbs.), bending, climbing, and navigating confined spaces. You may work in homes that are not temperature-controlled and may be exposed to hazardous materials such as lead, asbestos, and mold. Adherence to safety protocols and proper use of personal protective equipment is essential. Inspections may be performed in all types of weather and home environments.

## Employer Policies & Agreements

Please note that the information provided in 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. To perform this job successfully, the individual must be capable of satisfactorily fulfilling each core function. It is essential to possess the physical stamina necessary to work extended hours and/or more than five days per week. The 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 core functions.