



# SHAWNEE DEVELOPMENT COUNCIL, INC.

530 West Washington St. - P.O. Box 298 - Karnak, IL 62956-0298

Phone: (618) 634-2201 - Fax: (618) 634-9551

[www.shawneedevelopment.org](http://www.shawneedevelopment.org)

## EMPLOYMENT OPPORTUNITY

SHAWNEE DEVELOPMENT COUNCIL, INC

WEATHERIZATION PROGRAM

ASSESSOR/INSPECTOR

**SALARY RANGE \$32,760.00-\$40,040.00**

Shawnee Development Council, Inc. is seeking applicants for a Weatherization Assessor/Inspector. Candidates must possess a high school diploma or equivalent and be proficient in computer operations. Experience in housing or construction related field is preferred but not required. Must be willing to enroll in company paid State Certified TCP training and attend all ten-week sessions over a six-month period.

Duties and responsibilities include; obtain required certifications and attend company paid training to become certified. Ensure all guidelines and regulations set by DCEO and Federal Government for Weatherization program are met by verifying client intake applications, performing energy audits and final inspections on homes and entering jobs on the State IWX System. Must maintain continuing education requirements. Must be willing to travel. Perform all other duties as assigned for the promotion of the agency.

Benefit includes; Sick, vacation and paid holidays. Paid dental/vision and life insurance. Matching retirement program with Mutual of America.

Interested persons should complete and mail an application with two letters of reference to: Shawnee Development Council, Inc. PO Box 298, Karnak, IL 62956 Attn: Personnel Department. Applications may be obtained from any SDC County Outreach office or by calling Administrative Office at (618)634-2201. All applications will be accepted until position is filled.

Shawnee Development Council, Inc. is an Equal Opportunity Employer.

Distribution Instructions:

Run: In-House Administrative offices, all county offices, newspaper and social media

Affiliations

Authorized By: \_\_\_\_\_

Date: \_\_\_\_\_



Shawnee Development Council, Inc. is an equal opportunity provider and employer  
Serving Alexander, Hardin, Johnson, Massac, Pope, Pulaski and Union Counties

