

# RESNET® Quality Assurance Investigations Project Manager (Remote)

Energy efficient homes make a difference in the world! If you're passionate about energy efficiency and aspire to be part of a team that is making a difference on the path to net zero-energy homes, look no further.

For 28 years, our nonprofit corporation, Residential Energy Services Network (RESNET®), has been leading the way as a national standards-making body for building efficiency rating and certification systems in the United States. Our team consists of talented, dedicated people who share a sense of pride in helping to create a decarbonized future.

With over 4.2 million HERS® rated homes nationwide (and counting!), we are currently seeking a Quality Assurance (QA) Investigations Project Manager to work with the QA Staff on investigating possible non-compliance and confirmed non-compliance of RESNET standards in the Home Energy Rating System (HERS®) industry. This fully remote full-time position will play an important role on our small, dedicated team, helping to serve a large network of home energy rating professionals, builders, and government and industry stakeholders.

## Responsibilities

The incumbent in this position will work closely with Senior Staff of the RESNET QA Team to:

- Ensure investigations remain in full compliance with all RESNET Standards including deadlines, recordkeeping, documentation, notifications, and confidentiality
- Organize and manage documentation archives related to investigations
- Review documentation submitted with formal complaints or ENERGY STAR Certification Review requests and make recommendations to proceed with an investigation or dismiss the complaint
- Delegate project tasks to other team members as appropriate, including data analytics, field visits, and file QA Reviews
- Meticulously manage communications with all parties including homeowners, Providers, Quality Assurance Designees, builders, federal or local program and municipal (AHJ) representatives, RESNET senior leadership and legal counsel, and RESNET project team participants
- Draft determinations and make recommendations to senior-level staff for corrective action and disciplinary measures in accordance with MINHERS Chapter 9 guidelines
- Perform a variety of project support tasks to assist RESNET QA team directors and QA project team efforts

## Required Skills and Qualifications

- Minimum of 3 years of experience as a certified RESNET Quality Assurance Designee (QAD) or equivalent
- Minimum 5 years of experience as a HERS Rater or RFI or equivalent

- 3 years of experience as an officer or director of a RESNET Accredited Provider Organization or equivalent
- Demonstrated track record of successful project management
- Experience conducting comprehensive technical audits or investigations
- Demonstrated track record of working both independently and in a team environment
- Strong cross-functional collaboration and consensus-building skills
- Minimum of 2 years' experience implementing one or more of the following federal programs: ENERGY STAR Homes or MFNC, DOE's Zero Energy Ready Home Program, Indoor AirPlus or WaterSense Labeled Homes
- Experience developing and delivering presentations in live and virtual environments
- Excellent organizational, project planning, and written and verbal communication skills
- Attention to detail, analytical problem-solving skills, and technical orientation
- Experience using Microsoft Office programs, including Word, Excel, and PowerPoint
- Experience working from home or in a fully remote work environment
- Bachelor's degree or equivalent combination of education and experience
- Ability to travel approximately 6–10 times per year
- Valid state issued Driver's License

#### **Additional Preferred Qualifications**

- Experience implementing HVAC Qi testing, inspections and modeling
- Experience implementing RESNET Accredited Rating Provider Policies & Procedures (in addition to QA)
- Previous certification as a RESNET Instructor
- Previous certification as HERSH2O® Verifier
- Experience working on multifamily projects within the residential construction industry
- Experience implementing RESNET Sampling Protocols
- Experience implementing energy code testing and performance modeling
- Previous experience implementing residential green building programs such as LEED for Homes, Passive House, NAHB Green Building
- 1+ years of experience using a *second* RESNET accredited energy modeling software
- Familiarity with the International Energy Conservation Code
- Project Management Professional (PMP) or other project management certification

#### **Applying For This Position**

If you're interested in helping to lead the way to net zero-energy homes and want to join an organization you can be proud of, we'd like to talk to you! For confidential consideration, please submit all application requirements to this secure webpage by following this link (<https://www.resnet.us/about/qa/quality-assurance-investigations-project-manager-application/>)

#### **Compensation and Benefits**

- Salary range: \$75,000 to \$90,000 (annualized)

- Medical
- Dental
- Vision
- 401K
- Life Insurance
- PTO
- Paid holidays
- Paid sick leave
- Long-term disability plan
- AFLAC and/or Colonial Life indemnity plans
- Discounts and perks through PEO

### **About RESNET**

RESNET is a 501(c)(3) non-profit organization, founded in 1995 with the mission of making the energy use of all homes transparent. RESNET has a fully remote staff, spanning coast to coast across the U.S and most staff have been with the organization for more than 8 years.

*RESNET is an equal opportunity employer.*