Job Description

Indoor Environmental Professional

Our company has experienced steady growth setting the stage for an exciting season of maturation. We are biased, but being at the intersection of building science, air quality, technology and health, we are pretty sure we are one of the most interesting small businesses to work with and believe that we are changing greater Charleston one property at a time.

A little about us:

1. We currently have a decentralized model that allows flexibility for those who want or need to be home based.
2. The work is fun, fresh, dynamic, and driven by research, science, and a small team of indoor environmental experts.
3. We aren’t big on stress. So, while we will expect you to work efficiently and get things done, we focus on open communication and continuous improvement.
4. We aren’t perfect and we know that you aren’t either. We work to cultivate an environment of thoughtful support, teamwork, and respect because the reality is we are all learning everyday.
5. We will work with you to get a schedule that works best for you.
6. You will have experiences and make decisions that are unique to a small business that provide multidisciplinary air quality solutions to support the health of our community.
7. After 60 days, we will perform a collaborative job assessment and, with regard to skills and interests, form a corresponding personal development plan (PDP) to provide clarity and vision.

Now to the job requirements:

1. The IEP apprentice will follow a specific track of curriculum and field based education to gain multidisciplinary skills for assessing indoor environments. This track will be comprised of a body of knowledge to include the following:

   A. Building Science
   B. Home Performance
   C. Fungal Ecology and Health
   D. Tools of the trade

2. A background in the home building industry is necessary; however, there is no prerequisite for construction management experience.
3. A genuine interest in the technical understanding of how a home works, identifying deficiencies, and making recommendations for solutions.
4. You need to be a person who loves to deliver remarkable experiences to other people by solving problems. At times the problems are complex and have a direct impact on quality of
life. Caring communication with an empathetic ear are necessary qualities that should bring you joy as you make others feel served and understood.

5. As training allows, you will be serving with different people in a workflow. Some depending on you for information and, likewise, you depending on them.

6. You need to be the type of person who enjoys being a part of the team that drives results.

7. There will be computer based work related to a field service software, word processing for reporting, digital file storage/organization, and other field diagnostic tools of the trade.

8. As proper training milestones are confidently obtained, you will be on the phone with customers. So, enjoying talking to people and meeting felt needs over the phone is a must.

9. The details are important and we need you to value quality over quantity. No need to unnecessarily race through tasks and get things done. “Get good first, then get fast.”

10. Our culture is casual and welcoming and, yet, focused, so we do expect professionalism and punctuality.

11. We want you to be meticulous in your work. We are looking for a person who shares the same values, loves serving people at the highest level, and who enjoys getting things done.

As said, we don’t expect perfection or home building expertise for you to qualify for this job. We can teach you that. We expect intelligence, energy, character, and a get it done attitude. When you have questions, you will find the answers from anyone on the team who genuinely want you to succeed.

**Job Responsibilities:**

First 3 months:
- Field training (Shadow IAQ Assessments, Remediation Crew)
- Inside training (Textbook Resources, Video Training, PMSC Way)
- Assist with report generation

First 6-12 months:
- Conduct property assessments and customer education
- Collaborate with internal and external contracting partners
- Acquire certifications with field experience and training

**Offer**

The position is a path on which one receives the multidisciplinary skills to become an esteemed Board-Certified Indoor Environmental Consultant. This position is full-time and the compensation package will include a training salary with agreed progress milestones.

Thank you for your interest.

Interested candidates can email their resume to Brannon@healthybuildingco.com and a Pure Maintenance of SC team member will be in touch shortly.

**Brannon Hamby, CIE, CMR, HCT**
CEO/Indoor Environmental Performance Consultant