



**EMILY TOTH**  
**Energy Auditor**  
**Office Manager**

**EDUCATION & TRAINING:** Certified RESNET HERS Energy Rater (completed April 2009)

**CERTIFICATIONS AND TRAINING:**

Colorado Certified Residential Appraiser  
First Aid/CPR Certification

**PROFESSIONAL EXPERIENCE:**

**Energy Auditor/Rater Assistant, All-Phase Environmental Consultants, Inc.**  
**August 2004-Present**

Ms. Toth assists in conducting energy audits and/or ratings on new and existing residential properties throughout Southern Colorado. She is responsible for the field work that includes performing blower door tests, inspection of attic and foundation insulation, basic CO (carbon monoxide) level testing, and Infrared camera operation, as well as report writing and data entry into RemRate, if applicable.

**Office Manager/Bookkeeper, All-Phase Environmental Consultants, Inc.**  
**August 2004-Present**

Ms. Toth performs all aspects of the company's accounting functions, such as payroll, accounts payable and accounts receivable. She is responsible for maintaining and renewing all company and individual employee certifications. She prepares all reimbursement applications submitted to the State of Colorado, Oil and Public Safety Section, for clients involved in leaking underground storage tank facility remediation projects. She reviews asbestos, mold and lead reports for quality assurance/quality control.

**Residential Real Estate Appraiser, Self-employed**  
**September 2001-Present**

Ms. Toth is a Certified Residential Real Estate appraiser.