



Modular Installer

Job Description/Task Requirements

Department: Operations

Reports to: Director of Operations

Note: At Service West, we put our customers first and continually strengthen our partnerships through our employee's hard work, ingenuity and determination. Our 37-year history is a reflection of our collective efforts and focus.

We provide a team-family environment that promotes safety, personal growth, opportunities for advancement and professional achievement. Critical to our continued success is hiring and developing exceptional employees. We have high standards for our employees, with good reason. They represent Service West, our family, our brand, and our values to customers and our team members.

Specific Responsibilities and Duties include but are not limited to:

Installer:

- Performs efficient installation and assembly of office furniture within clients' facilities, including systems furniture, case goods, accessories, wall-hung units, etc.
- Responsible for timely completion of the work with a high level of workmanship and a high degree of customer satisfaction.
- Loads and unloads product from delivery trucks and product from trailers shipped directly to clients.
- Performs site cleanup, remove all cartons and packaging, and ensures a high degree of customer satisfaction with the finished appearance of the site.
- Maintain a "positive" and cooperative "can do" attitude especially during problem resolution and difficult situations.
- Maintain a neat, clean, professional appearance by being properly uniformed and groomed.
- At the end of each day's use, clean and ready all vehicles, tools, and equipment for the next day's use.
- Perform other duties as assigned.
- The scope of work from union modular contract
- Perform special projects as assigned

Requirements:

- Has strong customer service attitude and manner; communicates easily and clearly; is polite and cordial in all customer interactions
- Ability to work in a team environment

- Has physical strength and stamina required to lift and move furniture, boxes, and equipment, often more than 50 pounds
- Mechanically adept and knows how to safely use tools and equipment
- Understands and can learn basic installation processes: unloading, loading, staging, panel assembly, component assembly, cleanup and detailing, lock installations, etc.
- Can learn to assemble, fine-tune and detail panels, components, case goods, seating, filing, tables

***Background check and drug screening required for employment**

****Service West is committed to the principle of equal employment opportunity for all employees and to providing employees with a work environment free of discrimination and harassment.***