



405 S. Banker St. P.O. Box 629 Effingham, IL 62401-0629

Phone: (217) 342-9231 Fax: (217) 347-5959

Job Title: Installation/Service Technician

Location: Altamont Overhead Door-Effingham

Reports to: Department Manager

If you are qualified for this position and have an interest, please contact Ryan Mitchell at rmitchell@southcentralfs.com or 217-857-6566.

Job Summary:

Installation/Service Technician will be responsible for new door installation, door operators, related accessories and repairs.

Job Responsibilities:

- Drive to the jobsite per instruction of manager, assess customer's installation needs, complete the install of the product to the customer's satisfaction, and complete service documentation.
- Consistently seek and promote business opportunities for service, sales and preventative maintenance contracts. Acquire knowledge of all products and pricing to be capable of pricing, marketing, and selling replacement products and repair parts.
- Further, develop mechanical skills, learn new techniques and remain current with product requirements for installing material to meet safety specifications while maintaining quality workmanship with minimal warranty.
- Willingness to learn and be part of a team.
- Must perform moderate to heavy physical activities in all weather conditions. At times must be able to lift significant weight safely. Be able to climb and work off a ladder.
- Maintain safe working environment and upon completion of day's work ensure job site is clean and clear of debris.
- Ensure that all sales tickets are completed, signed and submitted accurately to ensure all tickets are processed in a timely manner.
- Maintain inventory on truck and have knowledge and understanding of all parts, part numbers and part descriptions.
- Must be able to obtain and maintain a valid Class A CDL driver's license.
- Other duties as assigned.