

Top Shelf Closets & Glass Inc.

Job Description

Position	Installation Technician (Full-Service Division)		
Products	Mixed Products, Heavy Glass, Shelving, Closets & Cabinetry	Reporting To:	Project Manager (Full-Service)
Status	Employee	Job Location	Field
Position Summary: The Install Technician is responsible for installation, record and report for: <ul style="list-style-type: none">• Shower Glass Enclosures• Glass panels• Euro / Melamine Shelving• Wire Shelving• Mirrors• Closet doors by using Company owned van, tools & tackles, and dressed in the Company apparel at the designated client locations			
Job Duties and Responsibilities: <ul style="list-style-type: none">• Install various framed glass shower enclosures, mirrors, wire and melamine shelving and framed closet sliding and folding doors according to specifications and safety guidelines provided by TSCG.• Use hand tools and power tools to complete installation tasks.• Read and interpret floor drawings and work orders.• Collaborate with team members to ensure efficient and accurate installation processes.• Conduct inspections and tests to ensure proper functioning of installed systems.• Troubleshoot and resolve any issues or malfunctions that arise during installation or maintenance.• Upload job completion pictures on the appropriate internal system.• Maintain accurate records of material and equipment being used on the job.• Provide feedback to PMs upon completion of work order.• Follow all safety protocols and regulations to maintain a safe work environment.• Ensure that equipment's are in safe operating condition.• Inspect jobs upon completion to ensure areas are clean.• Participate in daily meetings with the project management team to review & provide status update on jobs that are underway & be available for installation of future jobs.			
Job Specification:			
Qualifications and requirements	<ul style="list-style-type: none">• Previous experience in installation or construction field is preferred, at least 3 (three) year.• Proficient in using hand tools and power tools such as mitre saw, impact drills, nail gun etc. according to established safety procedures.		

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	<ul style="list-style-type: none">• Strong problem-solving skills and attention to detail.• Ability to read and interpret floor drawings and corresponding work orders.• Knowledge of various installation techniques.• Familiarity with caulking is a must and restoration techniques is a plus.• Excellent communication skills and ability to work well in a team environment.• First Aid training certificate and Construction Safety Training System (CSTS) is an advantage or plus.• Trade Tickets or any Carpentry experience is an advantage or plus.• Complete the work orders in timely and efficient manner.• Respond to emergency calls as needed.• Language: English (preferred)• Licence/Certification: Driving Licence (min Class 5 required)
Working conditions & Physical Requirements	<ul style="list-style-type: none">• This position will be 100% Field tasks.• Must be able to walk on uneven surfaces as well as climb ladders and stairs.• Standing for frequent periods and sitting occasionally, including driving.• Occasional bending and twisting are required as is prolonged neck positioning.• Lower extremity movements – kneeling, crouching, and squatting.• Frequent upper extremity movements (elbows, forearm, wrist, handgrip), with some above shoulder work
HSE responsibility	Demonstrate commitment to Health Safety and Environment.
Working Hours	7:30 am to 4:00 pm