

# OPEN POSITIONS



## **Restoration Technician:**

Restoration Skilled Technician has knowledge of restoration processes including mitigation, remediation, structure and content manipulation methods. They must have achieved IICRC Certification in WTR training, and have a proven aptitude toward restoration techniques.

## **Laborers:**

Construction Laborer Helpers are responsible for general demolition and debris removal from job sites. They also assist in general cleanup and preparation for repair. They may be required to drive company vehicle including dump truck.

## **Carpenters:**

Construction Skilled Level 1 assists in job demolition and debris removal from job sites. They also assist in preparation for repair and perform actual repair work as assigned by Working Foreman. Required to drive company vehicles including dump trucks.

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## **Cleaning Technician:**

Cleaning Technicians are responsible for general cleaning tasks and making minor repairs. The job is physical and includes lifting and moving objects of various sizes. Entry cleaners may have responsibilities including driving a vehicle with their equipment, taking inventory and maintaining their various tools and supplies, and loading, unloading and securing equipment. they are also responsible lifting and moving furniture, tools, equipment and other items when necessary, as well as reporting major repairs.

Technicians typically work indoors and work with other technicians in a crew, and they report any job related issues to their supervisor. their hours may vary: including overtime and emergency service on call schedule.

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## **Front Desk Admin/ Receptionist:**

Front Desk Admin/Receptionist must have at least 2 years office background. Required to answer and transfer calls accordingly. This person must have data input experience and a general Microsoft Software knowledge.