



<b>Job Title:</b>	Repair Technician	<b>Job Category:</b>	Construction field lead
<b>Pay Commensurate with experience:</b>	Hourly Employee	<b>Lead</b>	Full-time

### Job Description

#### ROLE AND RESPONSIBILITIES

- Position will be or will become knowledgeable enough in Job Progress project software that they can function effectively in inputting data form projects thereby assisting in tracking the workflow of projects accurately and effectively.
- Perform Service calls on roofs/siding based on possible repair needs.
- Locate leaks or damage to roofs, and if it can be repaired in a reasonable amount of time, the repair should be made in the same visit and billed at our hourly repair rates plus any billable materials.
- If repairs cannot be made in a reasonable amount of time (Within three hours) the Repair Technician should determine cause of leaks, the steps necessary to make the more extensive repair, and share this information with the sales staff or project manager for an estimate to be created to share with the property owner.
- Whenever a permanent repair cannot be made, the technician will make a temporary repair or cover/tarp the failure to protect the envelop of the building until a final permanent repair can be made.
- Fabricate and install metal roofing.
- Repair Commercial roofing systems as required.
- Estimate jobs and repair work as needed.
- Advise Superintendents, Estimators and Sales personnel as needed in repairs and replacement of roofs.
- Maintain vehicle and assure cleanliness of vehicle, office work area, and jobsites.
- Maintain financial records and work with accounting staff to assure proper coding and accounting of expenses on jobs and activity.
- Assist other Company employees as needed as workflow allows or dictates.
- Always represent the company in a positive light and serve as an ambassador for the company.
- Supervise field construction laborers as required.

#### QUALIFICATIONS AND EDUCATION REQUIREMENTS

Five years' experience in installing/repairing roofs of various types to include metal and slate.

#### PREFERRED SKILLS

Working knowledge and experience in hand tools, power tools, ladder use, and safety standards used in roofing and construction.