



Job Description - Traveling Installation Superintendent

JOB SUMMARY:

Under the general direction of the Director of Installation, this position will report directly to the Account Managers. This position will be responsible for supervising the crew that is assigned to complete an assignment within a given time and within budget. The Project Manager reports to the Account Managers who reports to the Director of Installation.

ESSENTIAL FUNCTIONS:

- **Travel is EXTENSIVE. Travel can be for 6 to 8 weeks at a time.**
- As a member of the Installation team you will perform fixture installations in large retail environments (Resets, Remodels and New Store Set-Ups) as well as some smaller scaled "refresh" projects. Most work is performed indoors but may have limited climate control.
- The Superintendent will be required to manage a team of 1-7 Installers while performing the working-lead position.
- Willingness to work both overnight and day shifts per client requirements.
- Will report to Account Manager, Project Manager and Field Operations Manager.
- Have a demonstrated ability to interact with clients and team members in an efficient, professional manner, and be a self-starter.
- Knowledge, understanding and accurate application of installation and merchandising processes.
- Ability to multi-task while interpreting a variety of instructions in written, oral, diagram or scheduled form.
- Must be able to work independently or with a team
- Must be willing to go above and beyond to get the job done.

REQUIREMENTS:

- Must possess a Valid Driver's License
- HS Diploma or GED required
- Traveling will be required 90% of the time.
- Two (2) years applicable experience preferred.
- Ability to complete labor intensive duties for 8+ hour shifts
- Must be able to bend, kneel, pull, push and lift materials up to 50 - 70 lbs.
- General knowledge of various types of equipment and the ability to work with little or no supervision is required.
- Must be familiar with the basic hand tools (Hammers, Pliers, Wrenches, Cordless Power Tools)
- Read and follow installation guides and manuals.
- Administration/Reporting: Will complete and submit (web-based) accurate and timely reports, recaps, time sheets, expense reports, etc.
- Must be proficient in Microsoft Office Suites.