

# INSTALLATION APPRENTICE

Eagleville, PA

## SUMMARY OF POSITION

*The Installation Apprentice assists the lead installer in daily installations. The goal is often for the helper to learn enough about the job, with the addition of manufacturer and classroom training, to become a Lead Installer. The primary responsibility of this position is assisting the Lead Installer in safely and efficiently installing hearth products, as well as loading, unloading, checking product list for accuracy and clean-up. Construction skills and ability is important in this position. Must be willing to learn and have a strong work ethic focused on providing a positive customer experience.*

## JOB INFORMATION

**Hours per week:** 40

**Reports to:** Installation Manager, daily routine guided by Lead Installer

**Location:** Eagleville, PA, 19403

**Work Environment:** Works independently in field

## DAILY STORE RESPONSIBILITIES

- Review installation manuals
- Print new pick-ticket and check product while loading to verify all correct components
- Load and unload install truck
- Re-stock unused parts (pipe, etc.)
- Break down garbage into dumpster
- Assist in documentation of jobs; download pictures into customers' files

## DAILY FIELD RESPONSIBILITIES

- Help unload fireplace/stove/insert/grill, etc.
- Help install product including running gas line, electric, vent, chimney liner, finished facing
- All tasks are under the guidance of the lead installer
- Keep list of materials needed to re-stock the truck
- Keep list of tools needed to be replaced, serviced, purchased as directed by lead installer
- Document parts used/parts needed for paperwork
- Take pictures throughout the installation of important aspects that need to be documented

- Walk customer through operation / use of appliance
- Upload pictures into SharePoint and fill out paperwork before leaving the job

## QUALIFICATIONS

- Basic carpentry knowledge and labor skills to do a safe and professional installation.
- Must have strength to move heavy stoves and fireplaces.
- Must be able to climb ladders up to 50-foot-high and be able to move around comfortably on roofs of all different designs
- Previous experience in construction is helpful.
- A high level of professional conduct and work ethic.
- Good self-management skills
- Ability to learn technical aspects of Hearth Industry and read installation manuals.
- A high level of attention to detail

## PHYSICAL DEMANDS

- Stand, walk, or crawl for extended periods of time
- Use hands to feel for objects and tools
- Regularly lift & move up to 80 lbs. alone
- Regularly lift & move up to 700 lbs. using equipment
- Close vision
- Distance vision
- Peripheral vision
- Depth perception
- Color Vision
- Ability to adjust focus

## WORK ENVIRONMENT

- Extreme hot & cold weather conditions
- Close/confined spaces (attics, crawl spaces, etc.)
- Clean & expensive areas which require extreme caution and cleanliness
- Occasionally exposed to fumes & airborne particles
- Work in high places (chimneys, roofs, etc.)

## ATTIRE

Salter's will provide branded shirts & sweatshirts which is required. Clean jeans and work pants with no holes or tears are acceptable. Boots and work shoes are necessary to protect feet and have grip on soles. Shorts may be acceptable at times; see manager.

**BENEFITS**



Paid Vacation



Paid Holidays



Health Insurance



Retirement Funding