

## **Job Description**

**Position Title:** Fire Alarm & Low Voltage Installation Technician

**Department:** Systems

**Reports to:** Project's Installation Manager

**FLSA Status:** Non-Exempt / Fulltime

**Job Summary:** The Fire Alarm & Low Voltage Installation Technician is responsible for the installation of fire alarm systems, security systems, CCTV, kitchen appliance shutdowns, access control and voice/data cabling.

Great Opportunity with a solid company, that has great reputation for quality products and excellent installation and service.

Exhibit effective customer service skills, by consistently communicating with the operation manager and our customers to ensure complete customer satisfaction.

### **Rated one of the Top Workplaces 2020**

**Essential Duties and Responsibilities:** *The following list is intended to describe the general nature and level of work performed by employees in this classification. It is not designed to contain or be interpreted as an exhaustive list of all responsibilities, duties and qualifications required of employees assigned to this job. The employer reserves the right to change or assign other duties to this position. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.*

- Installation of support structure for cable systems
- Installations dealing with conduit, wire pulling
- Review new project information with lead technician
- Maintain clean and safe work environment
- Provide information to sales department for quotation development that resolves reported
- Deficiencies paperwork compliance for timesheets, billing, rescheduling and project follow-up
- Ensure completion of all necessary reports to comply with NFPA completion documentation
- Consult with sales department on proposals
- Consult on and review engineered system designs
- Support products, installations, and mechanical supervisors in coordinating RMA's
- Responsible for design review and final approval
- Maintain accurate time sheets for time allocation and costing purposes
- Must be on time and provide a full day's work
- Path for development could include Sales, Construction Manager and Systems Operations Manager

#### **Job Requirements:**

- High School Diploma or GED equivalent
- Must have at least 3 years of electrical and/or data cabling installation experience
- Telephony experience - a plus
- Must have an understanding of the National Electric Code and NFPA 72

- Fire alarm system installation - a plus
- Ability to work with little or no supervision
- Ability to read and understand blueprints
- Knowledge and experience dealing with electricity from 12v - 240v
- Understanding of electric contractors, coils, and relays
- Organizational skills - ability to plan and coordinate your work
- Must be a team player
- Ability to lead a crew and make decisions
- Ability to operate scissor or aerial lifts
- Ability to work flexible hours, weekends and/or overtime when required
- Submit accurate and timely documentation to your immediate supervisor
- Ability to adapt to change with little advance notification
- Must have reliable transportation, valid driver's license, and a clean driving record
- Ability to pass background checks and drug/alcohol screenings

**Certifications A Plus, But Not Required:**

- BICSI
- City of Pittsburgh Electrician License
- NICET Fire Alarm Certifications
- West Virginia Low Voltage License
- Ohio Fire Certification
- OSHA Certifications
- Commercial Driver's License with H endorsement

**Work Environment/Physical Requirements:**

- Work offsite at customer facilities – clean and unclean conditions, hot/cold environments
- Work indoors and outdoors in the elements
- Ability to climb ladders from 6 ft. to 32 ft. and work from heights, as needed
- Safety shoes, hard hats and other safety apparel may be required at certain sites
- Some overnight travel may be required

**What we offer:**

- Medical, Dental, and Vision Insurance
- Generous PTO
- Company vehicle
- Outstanding career advancement opportunities
- Competitive salary
- Company Issued Cell Phone
- 401(K)
- Referral program

**Direct Applicants Only -No Third-Party Recruiters-**

**For consideration:** Please click on the link below to complete our employment application and click on **Apply Now**.

<https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=47844&clientkey=F15F2B6AE408FA62D65B766AFFE84A88>

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