



Service Technician

The Service Technician assists the Service Coordinator in estimating, selling, and completing warranty and small job tasks. The Service Technician also performs a variety of master-level rough and finish carpentry, mill work, and other tasks required to repair, alter, construct, reconstruct, install and maintain structures and furnishings.

ESSENTIAL DUTIES & RESPONSIBILITIES

- Undertakes/oversees warranty repairs
- Acts as site manager, supervising Production team members and sub-contractors
- Work along with Service Coordinator to accurately estimate projects
- Assist in selling small projects
- Completes and submits daily log to service coordinator following, Project Developer and Production Manager
- Performs skilled carpentry work in the maintenance, repair, alteration and construction of buildings, facilities, structures and equipment meeting project standards
- Ensures compliance with building codes, health and safety legislation, and standards
- Maintains sub-contractor relationships, co-ordination and scheduling.
- Interprets project timelines, plans, diagrams, blueprints, sketches, specifications, and working drawings of construction jobs.
- Provides feedback daily to Service Coordinator ensuring quality standard is met
- Arranges and secures inspection with township building inspectors
- Regularly liaises with clients and ensures exceptional client experience is being delivered
- Responsible for material take-off, order, pick-up
- Suggests creative solutions, completes punch lists
- Able to effectively and flexibly work between departments
- Completes general paperwork – receipts, timesheets, evaluations
- Responsible for site protection, demolition, install windows and doors, screen replacement, millwork, clean up.

COMPETENCIES

- Ability to complete all tasks with high attention to detail and quality.
- Ability to read and interpret budgets.
- Ability to work to schedule, completing tasks on time and within budget to meet volume and gross profit.
- Ability to provide accurate estimates.
- Advanced math skills.
- Ability to maintain effective relationships through strong interpersonal skills.
- Ability to collaborate appropriately with team members and management.
- Ability to act with honesty, integrity, credibility, self-confidence, and independence.
- Ability to communicate effectively both verbally and in writing with clients and employees in a professional manner.
- Ability to solve problems design creative solutions.

REQUIRED QUALIFICATIONS & EXPERIENCE

- Masters knowledge of building construction processes.
- Knowledge of appropriate legislation including: Occupational Health & Safety Act, Construction regulations.
- Knowledge of the Ontario Building Code & appropriate standards.
- Knowledge of safe operation of basic hand and power tools.
- Moderate computer & technology skills (Outlook, MS Word, Excel, Text, Email, UDA, tablet, PCs)
- Minimum 20,000 hours residential construction experience.
- Current First Aid Certificate.
- Competent Supervisor Training (MOL).
- Must have valid G-License with a clean driving record
- Boating license
- Must purchase basic hand and power tools

Qualified applicants are invited to submit a cover letter and resume outlining their experience to emily@kawarthalakesconstruction.com. We thank all applicants for their time and interest in the position. Only candidates selected for an interview will be contacted.