**JOB TITLE:** Installer

EMPLOYER: Conner Athletic Products, Inc. dba Power Lift

**DEPARTMENT:** Shipping

**REPORTS TO:** Shipping Manager

**SUMMARY:** Installs product to customers in a safe, courteous, and timely manner. Unload, and deliver supplies and material to customers in an accurate and timely manner; efficiently and safely.

**DUTIES AND RESPONSIBILITIES:**

* Unload and set up room per layout/ where customer has instructed.
* Interacts with the customer in a professional manner.
* Observes no smoking in delivery vehicle.
* Maintains a neat, clean personal appearance.
* Unload boxes, blankets, trash after delivery.
* Relays all customer concerns to management.
* Continually improve utilizing 5-S principles on an independent & collaborative basis.
* Performs other related duties as assigned by management.

**SUPERVISORY RESPONSIBILITIES:**

* This job has no supervisory responsibilities.

**QUALIFICATIONS:**

* Read and interpret documents such as safety rules, work orders, room layouts, operating and maintenance instructions, parts catalogs, and procedure manuals.
* Ability to communicate effectively and build strong relationships with customers, peers and management.
* Ability to work assortment of days, evenings, and weekends as needed.
* Ability to work with minimal supervision.
* Commitment to excellence and high standards.
* Versatility, flexibility, and a willingness to work within constantly changing priorities with enthusiasm.

**COMPETENCIES:**

* **Adaptability** - Adapts to changes in the work environment; Manages competing demands; Changes approach or method to best fit the situation; Able to deal with frequent change, delays, or unexpected events.
* **Attendance/Punctuality** - Is consistently at work and on time; Ensures work responsibilities are covered when absent; Arrives at meetings and appointments on time.
* **Dependability** - Follows instructions, responds to management direction; Takes responsibility for own actions; Keeps commitments; Commits to long hours of work when necessary to reach goals; Completes tasks on time or notifies appropriate person with an alternate plan.
* **Professionalism** - Approaches others in a tactful manner; Reacts well under pressure; Treats others with respect and consideration regardless of their status or position; Accepts responsibility for own actions; Follows through on commitments.
* **Quality** - Demonstrates accuracy and thoroughness; Looks for ways to improve and promote quality; Applies feedback to improve performance; Monitors own work to ensure quality.

**PHYSICAL DEMANDS AND WORK ENVIRONMENT:**

* Frequently required to stand, walk, sit, utilize hand and finger dexterity.
* Occasionally required to climb, balance, bend, stoop, kneel or crawl.
* Frequently required to talk or hear.
* Frequently works near moving mechanical parts.
* Occasionally exposed to outside weather conditions.
* While performing the duties of this job, the noise level in the work environment is usually moderate to loud.
* The employee must frequently lift and/or move up to 75 pounds.
* Specific vision abilities required by this job include close vision; distance vision; color vision; peripheral vision; depth perception and ability to adjust focus.
* Specialized equipment, machines, or vehicles used: operate a forklift and power tools.

*The above is intended to describe the general content of and requirements for the performance of this job.  It is not to be construed as an exhaustive statement of duties, responsibilities or physical requirements.  Nothing in this job description restricts management’s right to assign or reassign duties and responsibilities to this job at any time. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.*

ACKNOWLEDGEMENT

I have read the foregoing job description and understand the responsibilities of the job. I agree that I am able to perform the essential duties of this position.

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Employee Name Manager Name

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Employee Signature Manager Signature

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Date Signed Date Signed