

Elevator Installer
Job Description

1. Exhibit an attitude showing 3 attributes: Humble, Hungry, and People Smart
2. Able to read blueprints, drawings, and wiring diagrams.
3. Have knowledge of and be able to wire all components of elevator (hall call station, cab operating panel, control panel, disconnects, etc.).
4. Able to trouble shoot problems that occur during installation.
5. Able to lift heavy material periodically during installation/mobilization.
6. Keep work area and work truck clean.
7. Be familiar with supplies needed to install or fix an elevator/lift.
8. Able to evaluate work environment for any safety concerns and be proactive in enforcing safety.
9. Able to be a team leader, coordinating a job from construction to installation of elevator. If you are a helper, be able to do these tasks in case of leader absence.
10. Become familiar with elevator troubleshooting and repair.
11. Understand and be able to execute construction from pouring slab to building hoistway, setting doors, etc.
12. Must follow all safety guidelines of the company, complete a safety meeting weekly before beginning the work week, and wear all personal protection on jobsites as necessary.
13. Number 1 is most important. We can teach the rest.
14. Be able to read a tape measure, know names of all tools and material.
15. Able to plan week, make punch lists and planning lists
16. Able to manage personnel to keep them engaged and moving forward.
17. Able to teach, mentor and train personnel in elevator install.
18. Able to organize tools, truck and job site
19. Able to plan ahead needs of job (power, masons, third party work) and coordinate in advance with General Contractor.

NEW HIRE: To be constantly working to learn goals listed above and to be able to anticipate what your Team Lead's next step is.

I understand and agree to comply with this job description:

Please print Employee's Name: _____

Employee's Signature: _____ Date: _____

Please print Supervisor's Name: _____

Supervisor's Signature: _____ Date: _____

