



Job Title:	Service Technician	Position Type:	Seasonal, Non-Exempt
Department:	Production	Vehicle Required?	Yes
Salary Range:	\$15-\$25/ HR	Hire Date:	
HR Contact:	Melanie Hoobler	Termination Date:	

Job Description

ROLE AND RESPONSIBILITIES

The Service Technician will be responsible for managing and completing repairs and painting services offered through M&E Painting to clients from beginning to end. The opportunity to manage 1-2 other crew members is possible.

Services offered by M&E Painting include but are not limited to:

- Surface repairs of residential/commercial buildings
 - Siding replacement
 - Trim replacement
 - Trim installation
 - Drywall patching
- Fulfilling touch-up requests from clients
- Painting/Staining of small areas
- Wall paper removal
- Popcorn Ceiling removal

QUALIFICATIONS AND EDUCATION REQUIREMENTS

- Must be at least 18 years of age and provide a valid Driver’s License
- Have a flexible schedule during peak seasons
- Basic understanding of Microsoft Office products (i.e. Word, Excel, Outlook, etc..)
- Have 2+ years of experience performing repair/painting/carpentry services

PREFERRED SKILLS AND QUALIFICATIONS

- Maintain M&E Painting’s culture of high performance and commitment to quality
- Displays exceptional customer service skills with all clients
- Displays good organizational, time management, and problem-solving skills
- Ability to work accurately and meet deadlines with frequent interruptions
- Displays effective written and verbal communication skills with all team members
- Displays accountability for all actions
- Ability to work independently as well as part of a team
- Strong interpersonal skills
- Self-starter; Be able to work with little direction
- Ability to balance multiple tasks with frequent interruptions



- Able-bodied to climb ladders
- Ability to hold 10+ lbs. above head
- Ability to regularly lift 20+ lbs.
- Maintains professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies

ADDITIONAL NOTES

- Must provide basic hand tools including but not limited to:
 - Hammer
 - Measuring Tape
 - Screw Driver Sets
 - Scrapers
 - Speed Square
 - Pliers
 - Chisels
 - Brushes
 - Rollers
 - Work Bags
- Maintain the company vehicle organization and cleanliness

Employee Signature:		Date:	
Reviewed By:		Date:	Click here to enter a date.
Approved By:		Date:	Click here to enter a date.
Last Updated By:		Date/Time:	