



## *JOB DESCRIPTION*

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**POSITION:** Dispenser Installer  
**DEPARTMENT:** Service  
**REPORTS TO:** Chemical Specialist Supervisor  
**CLASSIFICATION:** Non-Exempt  
**APPROVED BY:** Chief Operating Officer  
**APPROVED DATE:** 10/23/2017

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### **Summary**

As a Dispenser Installer, you will interact directly with customers in the janitorial industry. You will be responsible for installing housekeeping dispensers such as chemical dilution center, roll towel, bathroom tissue and other related janitorial systems.

### **Essential Functions**

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Install dispensers in the proper locations
- Learn the ADA rules for dispenser placement
- Operate a drill and use correct tools for proper installs
- Understand dilution systems and proper metering of chemicals
- Respond to service calls
- Perform regular Planned Maintenance service at customer locations
- Complete all service paperwork
- Assist with the scheduling of installs

### **Competencies**

- Communication Proficiency
- Organizational Skills
- Customer/Client Focus
- Project Management
- Technical Capacity
- Problem Solving/Analysis
- Collaboration Skills

### **Supervisory Responsibility**

This position has no supervisory responsibilities.

## **Work Environment**

While performing the duties of this job, the employee is frequently exposed to fumes or airborne particles, moving mechanical parts and vibration. Exposure to a combination of normal office type environments and shop environments.

## **Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to talk and hear. This position is very active and requires standing, walking, bending, kneeling, stooping, crouching, crawling, and climbing all day. The employee must frequently lift and/or move items over 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.

## **Position Type/Expected Hours of Work**

This is a full-time or part-time position, Monday through Friday 8:00 a.m. – 5:00 p.m. Occasional early or late hours may be required as job duties demand as well as being on-call.

## **Travel**

Significant local travel on a daily basis and occasional overnight travel may be necessary.

## **Required Education and Experience**

- H.S. diploma or equivalent required, some college preferred
- Knowledge of using a variety of tools and equipment

## **Abilities:**

- Mechanical and technical ability to troubleshoot equipment malfunctions.
- Strong communication skills both verbal and written, intermediate math skills required.
- Current and valid driver's license and acceptable Motor Vehicle Record

## **Other Duties**

Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities and activities may change at any time with or without notice.

## **Signatures**

This job description has been approved by all levels of management.

Manager \_\_\_\_\_

HR \_\_\_\_\_

Employee signature below constitutes employee's understanding of the requirements, essential functions and duties of the position.

Employee \_\_\_\_\_ Date \_\_\_\_\_