

# Service Assistant / Helper

## Who we are:

Curtis Construction Co., Inc. is a well-established commercial roofing company servicing customers from the Triangle to the Coast of North Carolina for over 60 years and is one of the largest and most respected commercial and industrial roofing contractors in the area. We need you to help us grow and continue our legacy of long-standing relationships.

## What we are looking for:

We are looking for a self-starter who enjoys troubleshooting and problem-solving to help find leaks and execute roof repairs. This individual will also enjoy using technology as the key responsibility of this role is to provide detailed documentation and photos of each job site using a mobile tablet. This role offers the opportunity to work in a new environment and within multiple job sites daily. **Roofing experience is a plus but is not necessary.**

## Job responsibilities include, but are not limited to:

- Perform repairs, leak investigations, water tests, upfit work, and maintenance on all types of roofing systems
- Perform preventative maintenance roof inspections
- Measure and cut project materials
- Move ballast rocks
- Load materials to the roof area
- Complete site set up and clean up
- Install Liquid Applied Coatings
- Install sheet metal flashings
- Repair residential roofing systems
- May perform the necessary steps to complete documentation and photos of each job site/work order

## Skills and Qualifications:

- Dedication to construction safety
- Ability to establish and keep positive working relationships with peers, customers, and other contractors
- Ability to lift up to 75 pounds of heavy materials and tools
- Ability to work outside year-round with extensive bending, kneeling, and walking.
- Willingness to work cooperatively with a team to get the job done
- Willingness to learn new skills/trade
- Experience with/Enjoys using Technology/Mobile Devices
- Reliability

## Requirements:

- 18 years of age\*
- Ability to consistently work at heights over 6 feet and up to 3 stories or more
- Ability to consistently climb ladders up to 60 feet long
- Assist/Train/Teach complex work assignments
- 40 hours/wk, M-F, dependent on weather conditions. Work on Saturdays may be required.

\* Must be 21 years of age to be considered for an Approved Driver Role

\* Approved Driver Role requires NC Drivers License with 5 yr minimum clean driving