

## **Window World of Joliet Installer Trainee/Intern**

We are looking for someone that is passionate about starting a career in the home renovation industry. This is not just a summer internship, but an opportunity to obtain full-time employment with Window World of Joliet. We are looking to train someone with the right skills and successfully transition them into an installer after training is completed.

We are fair, honest and good people to work with. Our full-time, certified window installers work with high-quality products backed by a true lifetime guarantee. You will work with others in our organization to bring excellent service to our customers. Ongoing training and assistance will help you achieve your goals and company goals.

### **Job Responsibilities:**

- Responsible for performing preventative maintenance services by removing existing materials and installing new products
- Clean and organize window area, job site and equipment
- Assist with any warranty work as needed by customers
- Diagnose, troubleshoot and resolve complex installation issues
- Ensure the correct color and size of products
- Complete required paperwork
- Maintain safe working environment by obeying safety rules
- Load and unload materials from truck onto work site
- Effectively collaborate with lead installers to achieve desired results
- Keep work areas safe and free of debris
- Maintain and organize stock flow of materials to meet supply demands
- Ensure that all frames have proper measurements
- Maintain inventory of materials, equipment and supplies
- Responsible for any other request from the crew leader or the customer

### **Requirements:**

- Communicate effectively with all levels of management and staff
- Provide excellent customer service
- Demonstrate strong work ethic and dependability
- Must have excellent organizational skills, attention to detail, and the ability to prioritize in a changing environment
- Must have excellent interpersonal skills and follow-up skills
- Proactive problem prevention and issue resolution leadership ability
- Ability to work independently and as part of a team
- Ability to follow safety protocols and requirements

## **Compensation and Hours**

Open availability – Mon-Sat based on installation schedule. Minimum 25 hours a week.  
\$10/hour.

## **About Window World of Joliet**

Window World is Simply the Best for Less! We are not only an Energy Star partner, but we have the Good Housekeeping Seal of Approval warranty and ranked #1 by J.D. Power - "Highest in Customer Satisfaction with Window and Patio Door Retailers".

Window World is America's largest replacement window company and one of the only companies that offer custom window options within the Joliet area. We also offer siding and doors. Our showroom is equipped with product samples. We can make appointments to meet in the showroom or in-homes. Free estimates are conducted by professional and honest window experts. We offer 0% financing and a lifetime warranty, including labor.

## **Please apply by emailing your cover letter and resume to:**

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