

## Employment Opportunities

05/07/2018

Fromm Electric Supply

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Company Location/Address: 5010 Linglestown Rd, Harrisburg, PA 17112

Position(s) /Job Title(s): Appliance Installer

Job Description: Fromm Electric Supply is one of the leading electrical supply companies in the Mid-Atlantic Market with strong continued growth potential. Now in its third generation of family ownership, the company maintains its commitment to employ the industry's most exceptional workforce.

Join our team!

### ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Deliver and install appliances to customers in a safe and timely manner.
- Safely and correctly load and unload products to and from the truck.
- Ensure that materials are delivered on-time.
- Follow delivery/installation instructions and accurately maintain paperwork once deliveries have been made.
- Perform duties in accordance with established safety standards and proper vehicle operation techniques.
- Perform daily safety inspection of the truck.
- Return stock to appropriate location in warehouse.
- Safely and accurately install household appliances, per specifications, at designated customer locations.
- Observes and tests operation of appliances and makes initial installation adjustments accordingly.
- Load orders onto trucks.
- Run tow-motor in warehouse (if certified).
- Maintain a clean, safe, and well-organized facility and work area which includes: sweeping the warehouse, removing garbage, pallets, and debris from the building and placed in the proper areas.
- Able to react to change productively and handle other essential tasks as assigned.

### REQUIRED KNOWLEDGE, SKILLS & EXPERIENCE:

- High school diploma or equivalent.
- Able to install equipment, machines, wiring, or programs to meet specifications.
- Solid reading skills – must be able to read orders and match orders on shipping tickets to items picked.
- Ability to maintain confidential information.
- Solid vision - ability to distinguish between colors.
- Valid driver's license and clean DMV record.
- Able to safely operate and maintain truck according to DOT standards.
- Solid communication skills required to interface with customers and co-workers in a prompt and respectful manner. At times, communication channels will be challenged depending on customer situation and demands.
- Must follow vendor guidelines, compliance and code of ethics including but not limited to Rockwell

Automation, Eaton and all other vendor partners

- Proficient with PC/MS Office applications, including Outlook and Excel, and ability to successfully learn and/or apply company business system.
- Ability to handle funds/financial transactions.
- Ability to provide a high degree of customer service.
- Ability to learn/ handle computer business system transactions.

**PHYSICAL REQUIREMENTS:**

- This position spends time standing, walking, lifting, pulling and carrying up to 75 pounds.
- Often climb ladders for top level selection.
- This position is in a warehouse environment which is susceptible to various temperatures.

Fromm offers competitive compensation for both hourly and salary opportunities as well as, exceptional employee benefits including: medical, dental, vision, health savings account, flexible spending account, disability & life insurance, employee assistance program, 401K match, generous paid time off (vacation, personal and time out for kids) retirement match, tuition reimbursement, college savings and more. \*Note: benefits vary based on employment status (full-time, part-time).

Offers of employment with Fromm Electric Supply are subject to pre-employment reference check, criminal background check, physical examination and drug screening.

Type of Position: Full-time

Position Available on: 05/08/2018

Additional Information: