



PHANTOM™
S C R E E N S

Ontario Screen Systems Inc.

1295 Eglinton Avenue East, Unit 14, Mississauga, Ontario, L4W 3E6
905.624.0824 · www.phantomscreens.ca

Job Title:	Installation Specialist		
Position Level:	Entry Level	Position Type:	Full Time
Reports To:	Field Operations Manager	Hours:	Full-Time
Date Posted:	Fall 2021	Salary Range:	TBD

Company Overview

Ontario Screen Systems has been the exclusive distributor of Phantom's professionally installed products in Ontario since 1994. Phantom Screens' specializes in providing retractable screening solutions that are both attractive and functional. Phantom's wide variety of products can be used with literally any door, window or large openings, with retractable screens that disappear from sight when not in use.

Position Overview

***** We provide paid training, company vehicle, cell phone and all required tools *****

The Installation Specialist is responsible for the accurate, safe and aesthetically pleasing installation of all Phantom screen products sold by Ontario Screen Systems. This includes the installation of Phantom products on client's doors, windows or other large openings. The Installation Specialist is responsible for providing outstanding professionalism in all situations, as well as completing all installations and services in a consistent and high quality manner. Punctuality and dependability must be demonstrated by all Installation Specialists while maintaining prompt arrivals and completions for scheduled appointments. The Installation Specialist is also responsible for providing measurements, servicing and on-site assessments of client's screens as required. Additional tasks may be assigned to Installation Specialists by management as required. Opportunities are available for advancement into other roles.

Qualifications

- Ability to communicate with excellent written and verbal English
- Comfort with speaking to a wide range of customers with a polite and professional manner
- Comfort with using technology through desktop, online and mobile applications
- Comfort with power tools including; cordless drill, mitre / chop saw, drill press, table saw
- Excellent accuracy and attention to detail
- Self-motivated and sales focused with a strong work ethic and high degree of integrity
- Capable of lifting and carrying up to 50lbs regularly, and up to 70lbs on occasion
- Ability to measure precisely using the Imperial system to the 16th of an inch
- Valid G license with a clean 3-year driving abstract
- Ability to work at variable heights on ladders and balconies
- Ability to work flexible hours including evenings and weekends
- Willingness to travel within Southern Ontario

Role and Responsibilities

- Completion of required preparation for all installations
- Accurate and aesthetic installation of Phantom products
- Post-installation demonstrations and client communication
- Additional duties may be assigned as needed

Preferred Skills

- Knowledge of roads and routes within Greater Toronto Area and Southern Ontario