



## REGIONAL INSTALL MANAGER

American Direct is a growing organization with more than 25 years of experience providing all-in-one door and access control services from pre-construction and logistics to installation, training and support. We are experts at delivering security solutions at the physical door opening of any building. For more information about our organization please visit: [www.americandirectco.com](http://www.americandirectco.com)

We are looking for a **Regional Installation Manager** to join our distribution team in **San Antonio, TX**. American Direct is looking for motivated individuals to help our organization continue its expansion across the country. If you have the experience and qualifications outlined below, we want to hear from you!

### Responsibilities

#### Main Duties

- Travel to job construction sites and report work progress
- Fill out standard forms and submit them to Project Managers
- Communicate with Superintendents and 3<sup>rd</sup> party installers
- Attend weekly meetings with Corporate personnel to report and obtain job updates statuses
- Support Vice President of Distribution Services with negotiation of job site issues
- Ensure safety at work site and protect quality of doors and hardware being installed for clients
- Inform VP of Distribution Services when critical issues arise
- Other duties as assigned

#### Region

- Candidate will support projects located throughout the state of California

#### Remote work

- Candidate will primarily work from home and drive a company vehicle to visit work site locations periodically
- Occasionally, candidate may fly to job sites from Northern to Southern California and/or surrounding states
- Other duties as assigned

### Position Requirements

#### Required Skills

- A minimum of 5 years of experience overseeing the installation of doors and hardware projects at construction sites

- Strong communication and problem-solving skills
- MS Office experience
- Construction reporting software experience
- Valid driving license (Standard license)
- Experience supporting any of the following industries:
  - o Doors, frames/hardware construction
  - o Building-carpentry

Note: Candidates with experience working as Construction Superintendent will fulfill the industry requirements specified above

**Preferred Skills**

- Experience in the construction industry with emphasis in the specific fields of Doors, Frames, Hardware and Specialties will be desirable

**EEO/Minorities/Females/Disabled/Veterans**