

Property Claim Solutions – Company Description:

Property Claim Solutions, PCS, is a rapidly growing storm restoration company devoted to providing professional claim management and quality property restoration to property owners. PCS specializes in working with homeowners to complete all aspects of insurance related construction projects, including estimating, inspection of damaged property and construction. Primary construction trades are windows, siding and roofing.

PCS is a licensed general contractor headquartered in Eagan, Minnesota serving the Twin Cities and surrounding areas.

PCS is currently hiring for the following position: **Job Supervisor-Roofing and Siding**

The right candidate for this position will have the following qualifications:

- Minimum of 5 years' experience in a roofing and siding supervisory role and a history of being able to successfully supervise multiple roofing *and* siding crews simultaneously and in multiple locations.
- Candidate will be responsible for job starts, jobsite supervision, job close outs and other duties as assigned.
- Must have knowledge of current building codes and OSHA requirements and be able to enforce both on the job. Must remain current with all industry related codes and compliances.
- Must be able to accurately measure for both roofing and siding projects and deliver accurate documentation to the estimating department for material and labor calculations.
- Will be responsible for subcontractor invoice accuracy and credit process.
- Must have excellent verbal, written, and electronic communication skills. Must possess basic computer skills and be able to effectively communicate using email, text and internal software programs. Bilingual (Spanish) useful but not mandatory.
- Extraordinary customer service skills - able to discuss project details directly with homeowners in a professional courteous manner.
- Extremely neat in appearance and well organized.
- Must be able to schedule daily activities with minimal supervision.
- Must be physically capable of performing the duties described in the PCS job description for this position.
- Valid Minnesota Driver's license with a clean driving record.
- References required and will be verified.
- This position reports to the Installation Manager.

This is a full time seasonal position with the potential for full time year round depending on qualifications and individual performance.

Only resumes that include career history and references will be considered.

Compensation depends on qualifications.

Please send resume to: resume@pcsrenew.com

No phone inquiries please.