



Low Voltage Expediter

Company History General Communications is one of Wisconsin's largest two-way radio dealers with thousands of customers in Wisconsin and Illinois. It is a family-owned business with four locations in Madison, Milwaukee, Eau Claire and McHenry, IL. General Communications is fully versed in the newest advances in technology, from digital two-way radios to 9-1-1 dispatch systems, in addition to sales and rentals, service and repair, installations, vehicle lighting and custom vinyl lettering/graphics/signs.

Job Description: The expediter will oversee the development and execution of systems and projects for public safety and cellular DAS systems in the Milwaukee, Madison, and Chicago area.

Duties/Responsibilities:

- Expediting DAS installations. Specific responsibilities include: Interfacing with DAS engineers, project managers, sub-contractors, and customers for the successful installation of DAS systems.
- Keeping both customers and companies informed of progress of installation(s)/Projects.
- Creating and following project schedules.
- Interfacing with customers and installation crews as needed to successfully complete projects.
- Submitting/tracking materials and equipment required for installation.
- Creating and following through change orders for customers as appropriate.
- Installing and commissioning new systems. Detailed tasks include:
- Demonstrating proficiency in using test equipment.
- Troubleshooting system and test equipment problems to satisfactory resolution.
- Installing and termination of cabling and connectors.
- Working with the technical support staff to address and solve problems to customer's satisfaction.
- Performance will be measured based on the feedback from the technical support staff and the number/type of requests for assistance.
- Working with other team members as needed to complete proposals and projects accurately and efficiently.
- Cooperating with sales representatives to address customer concerns in a timely manner.
- Completing site surveys to troubleshoot and provide to PM and DAS designers signal findings/data points to aid in design process.
- Update, document, and file job related documentation to appropriate locations for record keeping.
- Assisting in warehouse maintenance and inventory

Qualifications/Requirements:

- Ability to pass a drug test and background check
- Must possess excellent communication and listening skills



- Must have excellent organizational and time management skills
- Must possess a strong attention to detail
- Must be proficient in Microsoft Office Suite
- Be able to lift upwards of 50 lbs unassisted
- Repeatedly ascend and descend ladders ranging from 6-14ft
- Walk continuously throughout the jobsite while carrying ladders, tools, and installation materials
- Work indoor/outdoor with variable conditions
- Demonstrate ability to work in a professional manner at all job sites
- Demonstrate ability to think analytically and to solve complex problems
- Demonstrate ability to work independently as projects require, while working with a sense of urgency
- Demonstrate a basic understanding of RF Systems
- Demonstrated ability to use basic hand and power tools needed for installation projects

Desired Attributes:

- Lift Certifications a plus
- OSHA 10 training a plus
- Previous low voltage experience a plus
- A team player
- Trustworthy
- Motivated
- Dependable
- Organized
- Respectful
- Willing to learn
- Professional
- Accountable for team and personal success

Benefits:

- Hourly wage is based on experience
- This position is available to the right candidate immediately or with appropriate notice to current employer
- Health Care, Dental, & Vision plans
- Life & Disability Insurance
- Comprehensive 401(k) with Company Match
- Paid leave and vacation
- Annual Employee Appreciation Party
- Seasonal Hours
- Fun and friendly atmosphere



Job Type: Full-time

Our Mission and Values:



CORE VALUES

MISSION STATEMENT



GenComm keeps people safe by providing reliable communication solutions, supported by responsive customer service, dependable expertise and a commitment to integrity.

“General Communications is an Equal Employment Opportunity/Affirmative Action Employer”