



CARPENTER

Why work for EDiS?

We've set the bar for our industry in Delaware and are aggressively seeking growth in the Mid-Atlantic area. Our company and talented employees are held in high regard in our industry and community, and have a relentless commitment to customer loyalty. EDiS Company is extremely proud of its reputation in Delaware and the surrounding areas of Maryland, Pennsylvania, and New Jersey, as well as the construction industry in general. Our commitment to customer loyalty has provided our clients with superior service that continues to build our reputation and helps us achieve and maintain our 90% repeat business ratio.

EDiS Company was founded in Wilmington, Delaware, in 1908 as a masonry contracting company by the name of Ernest DiSabatino & Sons, Inc. The company has grown and expanded its business from experts in concrete and carpentry to include general contracting and now providing full construction management services with capabilities to also provide Agent CM, CM-At Risk, and Design-Build and BIM services.

Our key strength is providing comprehensive construction project solutions from the pre-design phase of a project through construction and facility occupancy.

EDiS is currently seeking a **Carpenter**. EDiS' **Carpenter** is responsible for performing activities pertaining to the construction, installation, and /or repair of structures and fixtures on EDiS projects. EDiS' Carpenter is responsible for assisting in the scheduling and ordering of supplies necessary to complete assigned projects. On occasion EDiS Carpenter may also be tasked with coordinating activities of contractors involved in carpentry activities. Additional responsibilities include developing new business opportunities and building client relationships that generate repeat business opportunities.

Expectations of ALL EDiS Employees

1. Be a leader by taking responsibility, exhibiting a positive attitude and preserving the company culture.
2. Actively participate in the implementation and support of EDiS' Total Jobsite Safety and Zero Accidents Program.
3. Embrace EDiS' Service Vision and Nine Standards, and apply them to everything you do.
4. Seek to thoroughly understand corporate and industry practices, processes, standards, etc. and their impact on project activities.
5. Strive to continuously build knowledge and skills by pursuing training and development.
6. Serve as a steward of EDiS' financial health and growth.
7. Work ethically and with integrity.

Essential Duties and Responsibilities

1. Work with Operations Managers, Project Managers, and Superintendents to establish a complete and comprehensive project team in all aspects of project's construction.
2. Analyze construction documents, project specifications, proposals and other documentation to prepare project time, cost and labor estimates.
3. Review and analyze construction documents to plan for construction in the field.
4. Ensure coordination of contractors in the field and establish working order to generate successful installations.
5. Uphold project safety requirements on all projects.
6. Maintain thorough, up-to-date and accurate documentation, as required (e.g., daily logs, safety documentation, etc.).
7. Effectively monitor and control project schedule.
8. Effectively monitor and control project costs.
9. Thoroughly complete closeout, punchlist process and internal archiving of project.
10. Coordinate and schedule State and local regulatory and inspection agencies.
11. Ability to self-perform carpentry repairs and activities.
12. Establish and maintain an organized, clean and efficient job site office.
13. Develop and maintain positive relationships with client, contractors and design team to facilitate construction activities and provide opportunities for future projects.

Qualifications/Competencies (Knowledge, Skills, Abilities)

- Experience with Microsoft Office suite, including Word, Excel and Outlook
- Proficient in reading and interpreting documents such as construction plans, safety rules, procedure manuals, schedules, RFIs, etc.
- Ability to work independently and make significant, effective decisions
- Demonstrate sound judgment to make recommendations that affect profitability and quality of project
- Strong written and verbal communication skills
- Ability to identify and resolve problems in a timely manner, developing solutions when possible
- Commitment to superior customer service, responding promptly to the clients' needs and meeting commitments
- Open to direction and feedback, listens and seeks clarification
- Display original thinking and creativity and generate suggestions for improving quality of work
- Ability to deal professionally with frequent change, delays or unexpected events
- Exceptional multi-tasking skills and ability to remain poised and professional under pressure
- Team-oriented with the ability to interact positively with internal and external team members

Required Education and Experience

- Degree from a technical school or apprenticeship experience in carpentry
- Proven experience as a carpenter and hands-on experience in working with carpentry materials
- OSHA 30-hour Certification
- Current CPR and First Aid certification

EDiS offers a competitive benefits and compensation package:

- Health & Dental Plan
- Group Life Insurance
- Group Long Term Disability Insurance
- Group Long Term Care Insurance
- Short Term Disability
- Vacation
- Personal Time
- Paid Holidays
- 401K Plan
- Education Assistance

Equal Employment Opportunity Policy

It is the policy and practice at EDiS Company to make all employment decisions, including hiring, based on individual performance, qualifications, and abilities in order to give equal employment and advancement opportunities to all people. EDiS does not discriminate in employment opportunities or practices on the basis of a person's race, religion, color, sex, pregnancy, marital status, sexual orientation, age, national origin, disability, genetic information, or in any other basis that would be in violation of applicable federal, state or local law.

If you meet the above requirements, we look forward to reviewing your resume and qualifications. Please submit your resume to Beth Press, Director of People Development at bpress@ediscompany.com