

Construction Scheduler (Central Las Vegas)

Titan Stairs is currently looking for a Construction Scheduler to join our team. This full time position, located in Central Las Vegas, includes competitive compensation along with a benefits package that includes medical, vacation, sick time and 401(k) plan.

Interested applicants should send a resume, cover letter and salary history for confidential consideration.

Job Duties and Responsibilities:

- Scheduling - Installations and Customer Service through our Web Portal
- Construction Coordinator - Communication with Residential Builder Field Staff as well as Communication with Internal Installers and Field Staff
- Administrative - Various Construction and Installation Reconciliation Tasks

The above duties and responsibilities are requirements of the position at date of hire, additional responsibilities can be added after the completion of the probation period. Please send resumes to info@titanstairs.com