211: Fumigation Lead Technician

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Section: Job Description

Subject: Fumigation Lead Technician

Approved by: Rick Beard

Effective Date: 25 November 2002

Last Reviewed Date: 25 November 2002

Policy Owner: Director of Human Resources

Policy

Reports To: **Service Manager**

Summary of Responsibilities

1. **Project A Quality Image**
   - Look and act professional
2. **Deliver Great Service**
   - On time
   - Satisfy every customer
3. **Honor Your Commitment**
   - Be dependable
4. **Never Stop Learning**
   - Grow personally and professionally
5. **Grow Your Business**
   - Technically
   - Legally

- Professionally

6. **Build Trusting Relationships With Customers**
    1. Always do what is right

Job Functions & Duties

1. Learn and comply with all Company policies, standards and protocols in regards to assigned service days, minimum daily production, termite treating techniques, etc.
2. Maintain and service all termite customers according to company policy, standards and protocols.
3. Complete all Company training as required.
4. Attend all technical training meetings as required.
5. Maintain vehicle in a clean,safe and decaled condition.
    1. Maintain a complete inventory of company required equipment.
    2. Keep vehicles and equipment organized.
    3. Keep all equipment clean and in operating condition.
    4. Become knowledgeable in Wood Destroying Organism (WDO) identification in order to inspect structures and identify WDO infestation and verify the appropriate treatment.
    5. Remain in contact with the office during the day and respond to all communications in a timely manner.
6. Assist the Special ID Cardholder (SPID) or Certified Operator in Charge (COIC) by verifying building dimensions in order to calculate the correct quantity of fumigant necessary to assure Customer Satisfaction.
7. Enclosed Fumigation Properly(tarps,tape and seal, chambers, etc.)in order to contain fumigant(s) at the proper concentration for the fumigation period.
    1. Assure the integrity of all tarps used.
    2. Assure the ground seal is adequate (snakes, ramping, ground cover, etc.).
    3. Verify the underseal and temperature of same before the fumigant is calculated or released.
    4. Determine environmental conditions (air temperature, wind speed, tide cycles, precipitation, etc.) that will affect the fumigation and record them as required.

8. Assist the Special ID card Holder or Certified Operator in Charge in preparing and posting all warning signs according to federal, state and local regulations and Company Policy.
9. Assist the Special ID card Holder or Certified Operator in Charge in securing all ingress and egress to fumigations according to federal, state and local regulations.
10. Be knowledgeable of and use appropriate leak detection devices to be able to avoid unnecessary loss of fumigant and to assure the safety of the fumigation.
11. Relate any and all conditions or situations that could affect the safety of the fumigation process to the Special ID card holder or Certified Operator in Charge and assist in their correction before the fumigant is released.
12. Remove tarps and other materials used to contain the fumigant as the first step in the aeration process.
    1. Take measures to assure your personal safety and that of the crew.
    2. Take measures to protect the security and property of the customer.
13. Recover all Company equipment before leaving the job site.
14. Store all Company equipment properly before leaving the job site.
15. Assist the Special ID card holder or Certified Operator in Charge in aerating and clearing the fumigation according to federal, state and local regulations and Company Policy.
16. Return the property fumigated to at least the condition it was in when the fumigation was started.
17. Inspect the property before leaving and report any damage to property or contents or concerns to the SPID or COIC so that the customer can be informed of any issues.
18. Assist the SPID or COIC in completing the paperwork required by federal, state or local regulations and Company Policy.
19. Complete and submit daily reports as required by Company Policy, federal, state and local regulations.
20. Maintain a safe driving record as required by Company Policy and DOT Regulations.
21. Secure potential prospects by delivering new business leads to your supervisor and asking for referrals from established customers.
22. Perform other duties as assigned.

Experience, Education, & Skills Required

1. High School Diploma or equivalent experience required.
2. Must possess a valid Commercial Drivers License, Class C with a HazMat endorsement of Class X (all categories) and maintain a company-approved driving record.
3. Must possess ability to carry out instruction furnished in written, oral, computer, or diagrammatic form.
4. Must possess the ability to deal with problems encountered during business transactions.
5. Must possess mathematical ability to accurately complete and file necessary reports.
6. Must be able to read and comprehend industry product labels.
7. Must possess good communication skills and exhibit a willing-to-please, friendly demeanor and a professional image at all times.

Typical Physical & Mental Demands

Requires constant (67%-100% of the time) walking, climbing ladders, stairs, attics), crawling, bending, kneeling, pushing, pulling, reaching, stooping, and stretching. Requires constant ability to move freely about the office building and between customer locations. Requires corrected vision and hearing to normal range. Requires occasional (0-30% of the time) lifting (up to 50lbs) while performing duties, Must possess ability and stamina to work long hours and conduct several inspections per day in attics, crawl spaces and other areas. Must possess the ability to climb heights. Must possess ability to endure exposure to high temperatures while conducting inspections.

Typical Working Conditions

Requires constant contact with the public and employees. Work is usually performed outdoors and in/on customer property. May be exposed to rain, hail, winds, dust, dirt, cement, grass, shrubs, trees and others. Incumbent may be exposed to industry products while conducting work.

Special Equipment

Must possess the ability to operate and trouble-shoot termite equipment including, but not limited to: drills, shovels, carpenter’s tools, power tools, truck equipment and other industry equipment.

THIS DESCRIPTION MAY NOT BE ALL INCLUSIVE AND TEAM MEMBERS ARE EXPECTED TO PERFORM ALL OTHER DUTIES AS ASSIGNED AND DIRECTED BY MANAGEMENT. JOB DESCRIPTIONS AND DUTIES MAY BE MODIFIED WHENEVER DEEMED APPROPRIATE BY MANAGEMENT.

My signature below is acknowledgement that I have read and understand the job functions and duties of this position as outlined in the job description.

Team Member’s Name (Print) _____ Date_____

Team Member’s Signature_____ Date_____

Manager’s Signature_____ Date_____

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