



**GRISWOLD  
INDUSTRIES**



---

## **GRISWOLD INDUSTRIES**

### Field Service Technician

**Opening Date: 03/01/2021**

Job Summary:

Under limited supervision, install, service, and repair valves on site; schedule and perform yearly maintenance work; and perform related duties as assigned.

Examples of Duties and Responsibilities:

- Schedule service and perform service on site;
- Prepare and organize supplies given work order needs;
- Prepare billing for completed work;
- Assemble, modify, repair and replace valves;
- Advise customers as to performance and service requirements of company products;
- Prepare customer quotations;
- Regular punctuality, attendance, and absence reporting in conformance with company policies is essential to the successful performance of this position; and
- Fully comply with company rules, policies, procedures, and safety guidelines to ensure safe and effective operations;

**QUALIFICATIONS GUIDELINES:**

Any combination equivalent of, but not limited to, the following:

Experience/Training/Education:

Considerable experience and training in assembly, installation, service and repair of all product lines; trained in company safety policies and procedures; trained at Cla-Val service school; and trained in customer and vendor relations.

Knowledge/Skills/Abilities:

- Ability to communicate with company representatives, vendors and customer representatives;
- Ability to assess customer service contract needs and prepare quotations;
- Ability to perform basic math computations;
- Skilled in use of hand tools and small power tools;
- Working knowledge of all product lines;
- Ability to understand and follow instructions;
- Ability to read and interpret schematic drawings;
- Ability to organize, schedule and complete work with minimal supervision;
- Knowledge of pricing and billing procedures;
- Considerable knowledge of basic assembly and repair procedures and principles of hydraulics;
- Ability to organize service orders, lay out materials and complete billing records;
- Computer literacy in Microsoft Word and Excel and ability to learn job related software programs;

- Ability to qualify for Confined Space Entry certificate; and
- Ability to work in confined spaces.

#### Physical Requirements:

- Ability to reach, stretch, bend, lift, move, and carry objects weighing 50 pounds or less;
- Ability to move heavier objects with the assistance of others or by using mechanical devices;
- Ability to operate a motor vehicle; and
- Ability to perform essential functions of the job, as defined;
  - Reasonable accommodations provided upon request.

#### Special Requirements:

- Possession of successful Confined Space Entry training certificate
- Ability to use required personal protective equipment (PPE) and safety equipment;
- Ability to work in valve service areas;
- Ability to travel overnight on company business as required;
- Possession of valid Driver License, and;
- Acceptable driving record.

## **Company Overview**

Since 1936, Cla-Val has been a leading manufacturer of automatic control valves, serving customers throughout the world. Our commitment to excellence shows in each valve we manufacture and in the many new products we introduce each year. Main industries served include Waterworks; High Rise Building Fire Protection; Offshore Fire Protection: Aviation Fueling; Marine; Mining and Industrial. Visit [www.cla-val.com](http://www.cla-val.com) for a comprehensive product overview, a summary of our capabilities and services and access to hundreds of technical documents.

<b>Website</b>	<a href="http://www.cla-val.com">http://www.cla-val.com</a>
<b>LinkedIn</b>	<a href="https://www.linkedin.com/company/cla-val/">https://www.linkedin.com/company/cla-val/</a>
<b>Industry</b>	Mechanical or Industrial Engineering
<b>Headquarters</b>	Costa Mesa, CA
<b>Type</b>	Privately Held
<b>Founded</b>	1936
<b>Specialties</b>	Valve Manufacturing

## **How to Apply**

To apply, please visit: [www.cla-val.com/careers](http://www.cla-val.com/careers).