

Position Description

Falkbuilt Technician



Position: Falkbuilt Technician

Department: Interior Construction

Reports To: Lead Falkbuilt Technician

Location: Des Moines, IA

Date Prepared: 10/2025

Position Description:

The Falkbuilt Technician is responsible for assisting and executing all Falkbuilt solutions with the lead Falkbuilt Technician. This includes but is not limited to, receiving, unloading, staging, installing, clean up, punch and service items.

The Falkbuilt Technician is responsible for communicating issues to the Lead Technician and Project Manager when applicable. The Falkbuilt Technician will need to follow and support all safety requirements put in place by the customer, general contractor, etc.

- Note: The Falkbuilt Technician will be expected to support the furniture Installation teams if no other Falkbuilt support is required.

Possible Growth Opportunities:

- Lead Falkbuilt Technician
- Falkbuilt Project Manager
- Falkbuilt Client Coordinator

Position Accountabilities & Performance Expectations:

- Assist the Pigott Falkbuilt Team in any field tasks necessary to complete our customers' projects.
- Follow lead from and work with the Lead Falkbuilt Tech and Project Manager, assist in management of the job site, work well with people, and practice critical thinking skills.
- Communicate issues, concerns, and general feedback in a professional manner both internally and externally.
- Ensure proper layout for walls is complete prior to build.
- Installs, provides direction, and helps execute the project with sub-contractors.
- Ensure the job site is left clean and organized.
- Conduct site dimensions as required.
- Successfully install, move, reconfigure, repair, clean and troubleshoot.
- Provide assistance to the Pigott Furniture team as needed, if no other Falk work is required.

Qualifications:

- Excellent customer service and team communication skills.
- Have full range of physical mobility in upper and lower body with full ability to lift, pull, and push product/equipment.
- Ability to read construction documents and specifications.
- Ability to complete standard job site safety programs.

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- Basic tool knowledge and experience operating.
- 1 to 3 years of construction or related experience

Position Requirements:

- Must be able to travel within the territory and/or regional territory as needed.
- Must have full range of physical mobility in upper and lower body with full ability to lift, pull, and push product/equipment up to 100lbs.
- Must have basic tool knowledge and experience operating.

Corporate Accountabilities & Performance Expectations:

- Provide prompt, courteous, and exemplary service to all customers, both external and internal, in accordance with the corporate mission, vision, values and beliefs of Pigott. Demonstrate courtesy and professionalism, consistently providing a timely response to every customer service inquiry.
- Support Pigott commitment to quality by developing and maintaining position-specific procedures, process instructions and/or forms to better serve the company and customers as necessary.
- Attend work on a regular basis. Adhere to all guidelines as outlined in the *Pigott Team Member Handbook*.
- Accept responsibility for personal and professional development.
- Perform additional responsibilities at the request of manager or the Pigott Leadership team.
- Demonstrate cooperation and teamwork in accomplishing the goals and objectives in the department.
- Adhere to Pigott corporate branding standards.
- Maintain confidentiality of business operations on behalf of Pigott and all clients.

Position Demands

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed above are representative of the knowledge, skill and/or ability required. The physical demands described here are representative of those that must be met by a team member to successfully perform the essential functions of this job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Additional Information

Pigott is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Company will consider reasonable accommodations for qualified individuals with disabilities and encourage prospective team members and incumbents to discuss potential accommodations with the Company.

About Pigott

Pigott has been creating the area's most innovative interior environments since 1942 and has been closely partnered with Herman Miller since 1970. Pigott offers our customers a comprehensive package of in-house services to support all facility-related needs including space planning and design, workplace consulting, project management, delivery, installation, asset and inventory management, move management and product maintenance. We utilize a unique approach to planning to help connect an organization's business strategy to their facility strategy by linking people, place and technology. We are

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committed to providing our customers with a best long-term value solution and creating an environment where people can reach their full potential at work. This commitment began as a family tradition, and two generations later, that tradition continues, as we provide the highest-level of personal service, the most talented and creative staff, and best in class products and services to our customers. For more information, visit www.Pigottnet.com