

Position Description



Position: Specialty Installation Lead

Department: Interior Construction

Reports To: VP of Interior Construction

Date Prepared: 4/2026

Position Purpose:

The Specialty Installation Lead is responsible for the precise installation and field modification of prefabricated interior systems, including casework, millwork components, fillers, trim, and related finish elements across commercial projects.

This role is focused on execution, quality, and repeatability—supporting Pigott-controlled projects by improving schedule reliability, installation quality, and margin performance. Work is limited to defined scopes tied to Pigott-sold products and does not include structural carpentry, full fabrication, or independent trade work.

As part of a phased pilot initiative, this position will also contribute to the development of standards, quality control processes, and scalable best practices to support long-term capability building.

Possible Growth Opportunities:

- Project Manager – Lateral
- Field Supervisor – Lateral
- Installation Manager
- Warehouse & Service Manager

Position Accountabilities & Performance Expectations:

Precision Installation & Shop + Field Execution

- Install casework, millwork components, fillers, scribe panels, trim, and related elements with a high level of precision
- Perform detailed finish work including cutting, scribing, fitting, trimming, and adjustments to ensure seamless integration with site conditions
- Execute field modifications to prefabricated systems to accommodate real-world conditions while maintaining design intent
- Support installation of solid-surface components (e.g., seams, fitting), excluding full fabrication
- Collaborate with project managers, designers, and installation teams to resolve field conditions and installation challenges
- Interpret shop drawings, installation documents, and project specifications
- Coordinate work within active construction environments alongside other trades
- Maintain flexibility to support adjacent installation scopes (e.g., furniture installation) as needed

Quality Control & Accountability

- Ensure all work meets defined quality standards, tolerances, and client expectations
- Identify and correct deficiencies prior to project completion
- Complete quality control checklists and provide photo documentation of completed work
- Contribute to minimizing punch list items and rework

- Track and provide input on:
 - Labor hours vs. estimates
 - Installation challenges and solutions
 - Quality outcomes and rework
- Provide feedback to improve estimating assumptions, workflows, and execution standards

Standards & Process Development

- Assist in developing and refining:
 - Installation best practices
 - Quality control standards
 - Repeatable workflows and SOPs
- Support creation of internal certification standards (e.g., *Pigott Specialty Installation Certified*)
- Contribute to building a scalable and sustainable internal installation capability

Role Boundaries

To ensure alignment with company strategy, this role operates within clearly defined limits:

- Focused on ship & field modifications and installation only
- Work is limited to Pigott-controlled projects and prefabricated systems
- Does **not include**:
 - Structural framing or architectural carpentry
 - Full shop fabrication or custom manufacturing
 - Independent or third-party carpentry scopes
- Works in partnership with subcontractors, who remain an important part of the delivery model

Corporate Accountabilities & Performance Expectations:

- Provide prompt, courteous, and exceptional service to all customers — both external and internal — by living out Pigott’s core values and contributing to the OnePigott culture. Consistently demonstrate professionalism, proactive communication, and a timely response to every service inquiry.
- Support Pigott’s commitment to quality by developing, maintaining, and continuously improving position-specific procedures, process instructions, and documentation to better serve the company, customers, and team members.
- Attend work as scheduled and uphold all guidelines as outlined in the Pigott Team Member Handbook.
- Accept responsibility for ongoing personal and professional development.
- Perform additional responsibilities at the request of manager or the Pigott Leadership team.
- Demonstrate cooperation, teamwork, and a OnePigott mindset by partnering effectively across departments and locations to achieve shared company goals and objectives.
- Adhere to Pigott corporate branding standards to ensure consistency, professionalism, and alignment in all internal and external communications.
- Maintain confidentiality of business operations on behalf of Pigott and all clients.

Position Requirements:

- 3–7+ years of experience in finish carpentry, millwork installation, or interior systems installation (commercial preferred)
- Demonstrated experience with field modification and precision fitting of prefabricated components

- Ability to read and interpret shop drawings and construction documents
- Proficiency with hand tools and power tools used in finish work and installation
- Strong attention to detail and commitment to quality craftsmanship

Preferred

- Experience in commercial interiors (healthcare experience a plus)
- Familiarity with integrating millwork, casework, and furniture systems
- Experience supporting solid-surface installation (seaming, fitting)
- OSHA 10 or 30 certification

Skills, Tools, Work Environment & Physical Requirements

- Precision and craftsmanship in finish installation
- Strong problem-solving in field conditions
- Adaptability and resourcefulness
- Clear communication and collaboration with project teams
- Time management and ability to meet project schedules
- Commitment to continuous improvement and standardization
- Work performed on active commercial job sites and occasional warehouse/shop settings
- Use of precision tools for layout, scribing, cutting, routing, and finishing
- Work may include travel to project sites as required
- Ability to lift and carry materials (50+ lbs)
- Prolonged standing, bending, kneeling, and working with tools
- Ability to work on ladders and in active construction environments

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.