



## **We're hiring!**

### **Seeking talented team members to join our ALBD family!**

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**Job Title:** Prefabrication Coordinator

**Position Type:** Full-Time

#### **Who We Are:**

Since 2006, ALBD Electric & Cable has provided the highest-quality commercial and residential electrical installation, service and maintenance. We take pride in our 100% self-performance capabilities consisting of underground, ground-up, design-build, construction, tenant-improvements, and much more. ALBD's multi-faceted specialties and reputation have awarded our teams exciting projects with leaders in a wide array of industries.

We are not your average electrical contracting company. We are more than that. There is a cultivated family environment here at ALBD created by our ownership then nurtured by our leadership team. Many of our employees have been with us since inception and all of our employees are inspired by the opportunity for further development, training, and advancement.

#### **Job Purpose:**

ALBD offers prefabrication services designed to help reduce labor-hours and improve streamline on-site workflow. Our in-house Prefabrication Coordinator with demonstrated assembler experience works within the department to facilitate, produce, and ensure high caliber coordination of components and materials to support job productivity.

#### **Responsibilities:**

- Assemble various electrical components that create a part of larger electrical infrastructure
- Coordinate prefabrication orders with project managers and foreman
- Complete prefabrication orders with prefabrication information and/or drawings
- Bend conduit, spool wire, label and prewire panels
- Test for quality control
- Package prefabricated materials for coordinated delivery to the job site for installation
- Adhere to safety standards and procedures
- Be able to safely lift up to 75 lbs
- Use of multiple different types of hand and power tools
- Other prefabrication tasks as assigned

#### **Education, Skills and Experience:**

- High School Diploma or GED
- General Mechanical Aptitude with experience working with hand tools
- Ability to work in a warehouse setting
- Assembly Experience: 1 year (Preferred)
- Electrical Experience: 1 year (Preferred)
- Ability to lift up to 75 pounds
- Bilingual is a plus
- Good communication skills
- Team player and pride for craft

*ALBD is an Equal Opportunity Employer and committed to workforce diversity.*

*Qualified applicants will receive consideration without regard to age, race, religion, sex, sexual orientation or national origin.*



**ALBD**  
Electric & Cable

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**Benefits:**

- Competitive Compensation Packages
- Medical, Dental, Vision, Voluntary Insurance and 401K with 3% match
- *And, ask about our Referral Incentive Program!*

**Are you interested in being part of our ALBD family?**  
Please submit your application and/or resume to: [humanresources@albdinc.com](mailto:humanresources@albdinc.com)  
or call our **Human Resources Department @ 714.683.2030**