

Job Description: “Crew Chief Assistant”

Position Title: Disaster Restoration Crew Chief Assistant

Starting Pay: Hourly Rate \$17.00 - \$20.50 + Bonus Opportunities

Department: Operations Reports To: Crew Chief/Project Manager

Location: 17170 Jordan Rd. Ste. 208, Selma, TX 78154

Employment Type: Full-time

Position Summary

The Disaster Restoration Crew Chief Assistant supports the Crew Chief in responding to residential and commercial property damage caused by water, fire, mold, and other disasters. This role assists in job site operations, equipment handling, and ensuring the efficient execution of restoration projects. The Crew Chief Assistant plays a vital part in maintaining quality service delivery and customer satisfaction.

Key Responsibilities**Team Support and Assistance**

- Assist the Crew Chief in performing mitigation and restoration tasks on job sites.
- Follow directions from the Crew Chief to ensure timely and efficient completion of tasks.
- Help set up and break down job sites, ensuring proper use and care of equipment.
- Support the training of new technicians by demonstrating correct techniques and safety practices.

Project Execution

- Aid in site assessments, documenting conditions and assisting with moisture readings.
- Execute tasks such as water extraction, dehumidification, structural drying, and debris removal under supervision.
- Operate equipment including air movers, dehumidifiers, and moisture meters.
- Assist in the preparation of reports by documenting work performed and taking photos.

Customer Relations

- Maintain professionalism and empathy when interacting with clients.
- Provide clear and courteous communication, supporting the Crew Chief in addressing customer questions or concerns.

- Represent the company positively during all client interactions.

Safety and Compliance

- Ensure job site cleanliness and adhere to OSHA and company safety standards.
- Perform regular inspections of equipment and notify the Crew Chief of any issues.
- Follow IICRC guidelines and company protocols for mitigation and restoration services.

Qualifications

Education and Experience

- High school diploma or equivalent (required).
- Experience in restoration, construction, or similar fields is a plus but not required.
- Ability to learn quickly and thrive in a fast-paced environment.
- Must complete and pass a criminal background check
- Must have a clean driving history with a valid driver's license.

Certifications

- Ability to obtain IICRC Certifications (WRT, ASD, etc.) within the first 90 days of employment. Training and certification costs are covered by DB Integrity.

Skills and Abilities

- Basic knowledge of water mitigation, restoration, or willingness to learn.
- Strong teamwork and communication skills.
- Problem-solving mindset and ability to follow detailed instructions.
- Physical ability to handle heavy equipment and work in challenging environments.

Physical Requirements

- Ability to lift and carry heavy equipment (up to 50 lbs.).
- Willingness to work in wet, confined, and damaged environments.
- Flexibility to work evenings, weekends, and on-call shifts as needed (Paid On-Call Rotations).

Benefits

- Competitive hourly pay with performance bonuses.
- Health (PPO and HMO options), Dental, and Vision insurance.
- Supplemental Insurance (Aflac).
- Paid time off (PTO) and holidays.
- Professional development and certification reimbursement.
- Opportunities for career advancement.
- Overtime Pay.
- On-Call Pay.

Equal Opportunity Employer Statement:

DB Integrity is an equal opportunity employer and encourages applicants of all backgrounds to apply. Please submit resumes to DBIntegrity@DBIntegritytx.com with the Subject line reading (Position Application/Resume).

DB INTEGRITY
Mitigation - Restoration - Air Quality

