FEATURED EMPLOYER



ABOUT VYTEX WINDOWS

Vytex Windows, a family-owned and -operated business, is one of the country's top window and door companies, but you don't have to take our word for it. Since being founded in 1988, we've grown to become the replacement windows and doors leader in the mid-Atlantic region, and Window & Door Magazine has repeatedly included us in their national Top 100 Window Manufacturers list. We're also proud to be a member of the American Architectural Manufacturers Association, and to maintain an A+ rating with the Better Business Bureau.

Driven by purpose, passion, and possibility - from product innovation to manufacturing and everything in between. Find your future at Vytex today!

To view all job openings at Vytex Windows, please click here.

Check out these other opportunities on our Job Board

SENIOR PROGRAM MANAGER OF TRAINING PROGRAMS

Krach Institute of Tech Diplomacy at Purdue West Lafayette, IN

CYBER SECURITY ANALYST Scientific Research Corporation

Charleston, SC

A&P MECHANIC GENERAL AVIATION

Phoenix Air Group Cartersville, GA

BIG DATA ENGINEER / ARCHITECT

TMNA Services

Bala Cynwyd, PA | Remote

PROJECT ASSOCIATE

The Nature Conservancy Arlington, VA

ELECTRICAL INSTRUMENTATION AND

CONTROLS TECHNICIAN

TC Energy Houston, TX

SR. ANALYST

Dvcom Industries Palm Beach Gardens, FL | Remote

PRODUCTION SUPERVISOR

Hager Companies Montgomery, AL

SENIOR TAX ACCOUNTANT

Trupanion Seattle, WA | Remote

PACKAGE DELIVERY DRIVER

Magic Mile, LLC Poway, CA

SUPPLY PLANNING ANALYST

Walker Edison West Jordan, UT

VACATION CONSULTANT

Expedia Cruises in Falls Church Falls Church, VA

FLEXOGRAPHIC PRINTING &

COATING PRESS OPERATOR Hart Industries, Inc.

Baltimore, MD

UNIFORMED POLICE COMMANDER Town of Firestone Firestone, CO

ASSISTANT CHIEF ENGINEER,

CENTRAL REGION OPB

Portland, OR **ROUTE SALES DRIVER**

Hawkins, Inc. Sioux Falls, SD

OSP DATA COLLECTION

TECHNICIAN - TRAVELING Icon Engineering, Inc.

CLIENT SERVICE ASSOCIATE

Atlanta, GA

RemoteLink Solutions San Diego, CA

DISPATCHER City of Elk Grove

Elk Grove, CA

JOURNEYMAN MAINTENANCE **TECHNICIAN**

Astronics-PECO Clackamas, OR

ACCOUNT COORDINATOR, **DIGITAL ADVOCACY**

BerlinRosen Remote

REGIONAL MAINTENANCE MANAGER

GHP Management Los Angeles, CA

DIRECTOR OF INDUSTRY PARTNERSHIPS

Purdue for Life Foundation West Lafayette, IN

JOBS AT VYTEX WINDOWS

PROCUREMENT MANAGER

Laurel, MD

The Procurement Manager's responsibilities will include:

- · Research suppliers and vendors, negotiate contracts, and maintain vendor relationships
- Manage inventory and collect and analyze data
- Balance department budgets with needs
- Communicate and collaborate with accounting, sales, and production

SERVICE TECHNICIAN

Lorton, VA

The Service and Measure Technician's responsibilities will include:

- · Accurately measure dimensions and determine installation processes for windows and doors
- Service and repair previously installed Vytex products
- Provide customer solutions in an efficient and cost-effective manner
- Confirm details within the quoted sales contract to assure customer expectations are in alignment with product and installation process

DISPATCHER / SCHEDULER

The Dispatcher/Scheduler's responsibilities will include:

- Act as the point of contact and liaison for measure techs, homeowners, and dealer
- Call all new deals with 24 hour time period from time received to schedule Measure
- appointments with Homeowners and Measure Technician
- Create manifests/routes for all Measure Technicians • Additional office ad hoc duties as needed

BRANCH MANAGER - OFFICE

The Branch Manager's responsibilities will include:

- Assist satellite office with customer service and administrative functions associated with scheduling window measures and installations.
- · Act as the liaison between homeowners, dealers, technicians, and installers by providing solutions to any arising problems
- Daily invoice management
- Train, coach and develop direct reports

SERVICE COORDINATOR

Laurel, MD

The Service Coordinator's responsibilities will include:

- · Acting as the point of contact and liaison for Homeowners, Service Technicians, and Dealers for warranty issues, payments, parts, and appointments
- Placing outbound calls to schedule service appointments
- Troubleshooting customer issues as they arise
- Providing immediate support to service technicians

FEATURED TRAINING PARTNERS



CAREERCIRCLE CAREERCIRCLE

CareerCircle is a free digital community focused on helping you take the next steps toward reaching your career goals. They are passionate about connecting you with the necessary skills, resources, and job search assistance you need for the career you deserve. When you join the CareerCircle Community, their team will ensure that you feel supported throughout the job seeking process, as well as assist in opening doors to potential opportunities! For more information and to register, please click here.



PROPEL CAREER ACADEMY

Propel Career Academy offers electrical, welding, and safety training for U.S. military members, veterans, and their spouses. Fast Track electrical and welding courses allow students to quickly enter the job market with the certified skills that lead to rewarding, long-term careers. Safety Technology certification is also available for applicants interested in pursuing a career in safety management. Financial aid is available, and more information can be found here.



COUNCIL OF SUPPLY CHAIN MANAGEMENT PROFESSIONALS

The Council of Supply Chain Management Professionals is a non-profit membership association that provides networking, career development, and educational opportunities to the logistics and supply chain management community. CSCMP's SCProTM certifications are designed to educate and advance professionals in the supply chain and logistics field. All certification exams offered by CSCMP are 100% reimbursable by the G.I. Bill. To learn more, visit <u>cscmp.org</u>, call 630.645.3472 or email <u>scpro@cscmp.org</u>.