

SEEKING: ROAD WARRIORS TO JOIN ALDEN'S HERO SUPPORT TEAM!

Electric Power & Telecommunications Utility Professionals are the unsung heroes in the communities where we live and work.

These men and women are responsible for keeping the lights on, the internet working, the phones ringing. They work tirelessly to build the robust infrastructure required to meet today's needs and tomorrow's challenges.

These are people that take pride in a job well done and are essential in making our communities thrive. **Not everyone is called to do this work, and we are looking for certain special people.** If you feel this could be you, at Alden you will have the opportunity to play an essential role in supporting the people who connect and power the world.

ASK YOURSELF

1. **Are you an adventurer?**

If yes, this opportunity could be for you.

2. **Would you like to see America?**

If you enjoy traveling, meeting new people, and have a great work ethic, this could be the adventure of a lifetime for you (and perhaps even a spouse or close friend. People often work in pairs because life on the road can be long.)

Alden is currently recruiting **Central Office Inventory Technicians** (working either a single technician or teams of two).

NOTE: *This role involves heavy and consistent travel, typically being away from home 75% of the year and consistently traveling to multiple job sites on most days. Seriously, this is an on-the-road gig. This is why we ask do you really want to see America?*

Sound interesting?

Read on about how you can make a difference in this essential role.

ABOUT ALDEN

www.aldensys.com

Our mission is to create better communities through better infrastructure.

Alden One, our collaborative software platform, supports structure owners, attachers, and service firms. We help to facilitate work activities and enable data-driven decisions.

alden

We provide crucial field audit and inventory services utilizing best practices, business process automation, and the best technicians in the industry. That's where you come in.

To be a member of our team, you must live our core values:

- Have Integrity
- Be Innovative
- Pursue Excellence
- Approach challenges with a Can-Do Attitude
- Be Driven to Learn and Grow
- Be Accountable
- Treat Others and the Company with Respect

Central Office Inventory Technician

JOB DESCRIPTION

- Telecommunications experience and familiarity with central office equipment is **REQUIRED**, including but not limited to switches, transport equipment, and mobility equipment. **Please do not apply if you do not meet these requirements (5 to 10 years of experience Preferred / at least 5 years are Required)**
- Undergo training to maintain a working knowledge of specialized software and telecom equipment to ensure efficient and accurate collection and transmission of inventory data to our nationwide clients. You will also be trained on special inventory procedures and safety protocols.
- We require travel in your own vehicle to various Central Office locations as assigned across the U.S.
- You will conduct inventories in Tier 1-owned facilities of hardwired equipment, plug-ins and spare components using data collection software and equipment as directed by your assigned project manager.
- You will sort, label, pack, and ship equipment according to client inventory and recovery procedures.
- Our techs must work closely with remote project managers to ensure all sites are completed timely and data is submitted accurately with the integrity expected of Alden.
- Are you a people person? You'll be making contacts with local client personnel in advance of all scheduled inventories to ensure site preparedness and clarification of all identification and access requirements.

Other Requirements

- Maintain close contact with assigned project managers and report any unusual occurrences or equipment issues in a timely manner, cooperating as needed to resolve any issues that arise.
- Create and maintain a frame log prior to initiation of scanning equipment at each inventory site.
- Maintain inventory scan file integrity to ensure both accuracy and completeness.
- Review all scan files at the completion of the inventory both visually and using Alden data quality tools to ensure accuracy and completeness.
- In addition to your hourly pay, you will be provided a tax-free travel allowance and mileage reimbursement for all business miles traveled.

IS THIS YOU?

ARE YOU?	DO YOU NEED?
Introspective	Opportunities to reflect
Matter of Fact	Room for introspection
Analytical	Freedom from office politics

DO YOU REQUIRE?	DO YOU...?
A professional working environment	Bring accountability to work?
The need to achieve goals consistently & efficiently	Work thoroughly, leaving nothing to chance?

DOES THIS SOUND LIKE YOU? (Noteworthy behaviors we look for in candidates)	
Formal	Cautious with Risk
Serious	Cooperative
Disciplined	Supportive
Sincere	Willing and helpful
Reserved, quiet	Need rules and structure around work



SUMMARY

This position requires managing specialized work efficiently, with confidence and competence, including:

- above average attention to details
- concern for the exact correctness of work
- strong commitment to completing all work on time

The person in this position takes work seriously, possesses a strong sense of duty, and is disciplined. A somewhat faster-than-average pace will be the daily norm. Detailed, specialized work is the major focus. The person in this position will be given clearly defined work, responsibilities, and reporting relationships, ongoing and thorough training opportunities to develop expertise and increase confidence, and frequently expressed appreciation of the person's competence, conscientiousness, and loyalty.

The position will provide security in a stable work environment, allowing staff to plan for, focus on, and complete tasks on hand. When changes in the nature of the work occur, the person in this position will be given further direction, training, and support. The position will generally be task oriented, requiring someone with a conservative, careful, and cautious approach to work.

JOB CHARACTERISTICS

- Requires computer skills including MS Outlook and Excel; willing and able to learn new software
- Self-starter, accepting of responsibility and willing to work independently
- Must be willing to multitask, and able to adapt to changing environments
- Must be willing to work flexible work schedules and in all weather conditions
- Possess great people skills and the ability to coordinate with a broad spectrum of client personnel
- Excellent oral and written communication skills, along with organizational and analytical skills
- High standards for quality and accuracy
- Gather a high degree of information before making decisions
- Must be comfortable in making decisions in area of specialty or expertise
- Reach out to management for direction in areas outside of expertise
- Strong follow-through on delegated tasks and assignments
- Follow established policies and procedures and expect others to do the same

OTHER QUALIFICATIONS

- College education preferred, but heavy emphasis is placed on prior work experience.
- Be a U.S. citizen located in the U.S.
- Pass a background check and drug screening.
- Have a clean driving record and proof of vehicle insurance.
- Own a reliable vehicle for regional travel.
- Be able to lift 50 lbs.

HOW TO APPLY

Send your resume along with a cover letter detailing why you're the right person for our team to: careers@aldensys.com