

**Title:**

Contents Technician

**Company Introduction:**

Kelmann Restoration is an award-winning full-service disaster cleanup and property damage restoration company. We provide fire, water, wind, and other disaster property recovery services in Southeastern Wisconsin. Kelmann is family owned and locally operated, and our mission emphasizes community service and employee education. We provide new employees with a paid training program to ensure the ability to gain skills you will need to succeed.

**Job Description:**

We are looking for a full-time Contents Technician who will be responsible for responding to a variety of property damage claims to residential and commercial structures. A person in this role will be working on-site at structures and at our Contents Processing Center cleaning and restoring personal belongings, entering information into a tracking system, and rotate through an on-call schedule. An ideal candidate demonstrates a knowledge of property damage mitigation or is willing to learn and catch on quickly. This role is meant for someone who is very detail oriented.

**Top Benefits and Perks:**

As a team member at Kelmann Restoration, you will enjoy:

- Health, Vision, Dental, Life, and Disability insurance
- PTO & paid holidays
- 401K with company match
- 24/7 access to on-site fitness center with personal trainer
- Cell phone & access to a company vehicle for transportation to job sites
- Mentorship program to grow within the company

**Location:**

Kelmann Restoration is located in Wauwatosa, WI. This position requires the candidate to report in-person and travel to job sites within Southeastern Wisconsin.

**Requirements:**

- High School degree or equivalent.
- Cleaning or Contents experience preferred, but not required.
- Proficient in technology usage such as cell phone.
- Commitment to Customer Service.
- Work on-call, after hours and weekends, on a rotation basis.
- Display strong collaborative ability with peers and managers.
- Ability to stand on feet for long periods of time and lift 50lbs frequently.
- Must be able to pass a background check and have a valid driver's license with a clean driving record.
- Fluent in English (required). Bilingual in English and Spanish is a plus, but not required.