

Job Description



Job Title: Installation Apprentice
Department: Installation
Last Revision Date: 4/23/2025

SUMMARY

This position requires a highly motivated, detail-oriented individual with a good work ethic and desire for advancement into becoming a licensed technician. HB is a small company that will work to bring out your best skills, and will teach you all of the ropes of commercial & residential A/V, computer networking, physical security systems, and more!

ESSENTIAL DUTIES AND RESPONSIBILITIES

Including, but not limited to the following:

- Assist in completing onsite audiovisual equipment installation for our clients, including low voltage wiring, system trim-out, equipment rack setup & cable management, LCD, projectors and projection systems, media rooms, audio hardware and speakers, and control systems.
- Perform cable pull paths, and crimp and terminate audio and video cables
- Work effectively alongside one of our installation technicians and/or sales installers.
- Interact effectively with operational teams and other departments
- Travel to off-site clients as part of system installation and/or repair, as required
- Participate in industry training sessions, as required
- Maintain professional work appearance and outstanding customer interaction
- Troubleshooting issues to bring problem to resolution
- Work with other departments to ensure company goals are accomplished, including daily operational meetings

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Light experience in A/V systems, computer networking, cabling, and physical security systems, but most importantly a willingness to learn and build knowledge to grow your career with HB.
- Above average computer literacy in Windows-based operating systems.
- Possess above average communication skills; both verbal and written.
- Ability to work under deadlines and complete projects in a multi-tasking environment.
- Motivated, self-starter.
- Willingness to complete manufacturer education courses related to products we carry, paid for by HB.

EDUCATION and/or EXPERIENCE

Experience not required, however, preference will be given to experienced candidates. This position is designed for an individual who is interested in the trade, and we are excited to play the part of teaching and building your knowledge.

SUPERVISORY RESPONSIBILITIES

As an installation apprentice you will not directly supervise any other technicians or projects.

LANGUAGE SKILLS

Above average written and verbal communication skills required.

MATHEMATICAL SKILLS

Ability to accurately calculate and measure distances for the purpose of installing devices. Ability to perform basic mathematical calculations.

CERTIFICATES, LICENSES, REGISTRATIONS

Must have and maintain a valid driver's license with a clean driving record. Must be able meet the qualifications for MN Power Limited Technician (PLT) license within 3-4 years after joining HB.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Travel is required in the position via airplane and car.

While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel; talk or hear; and smell. The employee is occasionally required to stand; walk; reach with hands and arms; climb or balance; and stoop, kneel, climb ladders, crouch, or crawl. The employee must occasionally lift and/or move up to 75 pounds. Specific vision abilities required by this job include close vision, distance vision, and color vision.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is usually moderate.

COMPENSATION

Compensation for this position will range from \$18-25/hour, DOE. HB offers excellent health (vision, dental) insurance, 401k, paid sick time, and paid vacation.

This job description is not intended to be a complete list of all responsibilities, duties or skills required for the job and is subject to review and change at any time, with or without notice, in accordance with the needs of HB Sound & Light. Since no job description can detail all the duties and responsibilities that may be required from time to time in the performance of a job, duties and responsibilities that may be inherent in a job, reasonably required for its performance, or required due to the changing nature of the job shall also be considered part of the jobholder's responsibility.