



# Applications Specialist

---

## **JOB SUMMARY:**

Coordinate and execute all lighting designs in a fast-paced work environment. Manage all assigned project timelines to ensure completion dates. Manage communications between manufacturers and customers on all assigned projects.

---

## **RESPONSIBILITIES:**

1. Design, layout and price all lighting requests as assigned from internal and external customers in the timeframe required for the project.
  2. Enter all design layout information into Oasis software system. Track all progress of the project while updated Oasis and coordinate with Project Manager as required.
  3. Communicate and coordinate with Mlazgar Sales specific layout, design and application notes and circumstances while coordinating the most efficient and effective method to obtain the order over the competition.
  4. Travel as needed with Mlazgar Sales in all territories to meet and present Mlazgar Application services to our distribution, construction and specification customers.
  5. Communicate all feedback from distribution, construction and specification customers to Sales.
  6. Participate, communicate and present project feedback information in the weekly project meeting.
  7. Participate in customer events to promote Mlazgar with our customers throughout all market segments.
  8. Other duties as assigned.
-

## **JOB REQUIREMENTS:**

- EDUCATION:** Associates Degree or equivalent experience.
- EXPERIENCE:** Two years + of lighting layout and controls experience preferred.
- SKILLS:** Professionally represent Mlazgar Associates while executing excellent organization and communication skills. Ability to manage multiple tasks and prioritize accordingly. Proficient with computer systems including AGI32 (preferred), AutoCAD, MS Outlook, Excel, & Word. Ability to learn a new software system.
- 

**JOB ACCOUNTABILITY:** Communicate on all application/control and layout services to our customers across all market segments and territories. Work with factories and Mlazgar Quotations on getting the most competitive packages available.

**REPORTS TO:** Jeff Tischleder, Vice President, Operations

**EMPLOYEE CLASS:** Salary

**STATUS:** Exempt

---

## **ABOUT MLAZGAR ASSOCIATES:**

- Fast-paced and fun work environment that rewards success
- Flexible work schedule and/or remote work options
- Competitive base salary with bonus potential
- Comprehensive benefit package as well as 401k
- Paid Time Off
- 9 ½ days of Paid Holidays
- Office hours 7:30am-4:30pm Mon-Fri
- Rotating Friday hours 7:30am-2:00pm