

Alpro Aluminum is a well-established & leading provider of high-performance glazing systems designed for commercial and residential projects. We are looking for motivated candidates who are willing to work in a team-oriented environment. We offer a competitive pay and benefits package. Please forward your resume to hr@alproaluminum.com.

We currently have the following vacant positions:

DRAFTING TECHNICIAN

We are seeking a skilled and detail-oriented Drafting Technician to join our team. The ideal candidate will be responsible for creating detailed shop drawings and plans using Revit. This role requires the ability to interpret architectural drawings and specifications while ensuring accuracy and compliance with industry standards. The Drafting Technician will work closely with project managers, engineers, general contractors, and production staff to bring projects from concept to completion.

Duties & Responsibilities:

- Prepare detailed shop drawings for glazing systems, curtain walls, storefronts, and custom glass projects. Ensure all drawing submittals comply with contract documents and are completed within specified budgets and timelines.
- Interpret and analyze architectural drawings, specifications, site instructions, RFIs (Requests for Information), change orders, and related documentation to prepare accurate shop drawings for project management and client approval.
- Coordinate with project managers, engineers, production staff, and installers throughout all project stages.
- Revise shop drawings based on mark-ups from architects, engineers, and code consultants to achieve full project approval. Maintain logs and quantify all revisions related to site instructions, RFIs, and change orders.
- Prepare complete fabrication documents according to project schedules, including layouts, fabrication drawings, and installation sketches for internal shop fabrication and field installation.
- Prepare final record sets of shop drawings incorporating all approved revisions and mark-ups.
- Maintain and organize libraries of standard details, parts, and drafting programs.
- Develop, maintain, and follow standard templates and fabrication guidelines.

- Provide technical support and assistance to the Project Management team.
- Prepare material and hardware take-offs.
- Prepare quotation requests and purchase orders.
- Perform other duties as required.

Requirements:

- Proficiency in CAD & Revit is essential.
- Strong understanding of drafting principles, architectural drawings, and building codes.
- Ability to create accurate technical drawings and fabrication documents.
- Excellent attention to detail and strong organizational skills.
- Strong communication and teamwork skills.
- Experience in glazing, curtain walls, or architectural aluminum systems is considered an asset.
- Degree or certification in drafting, architecture, or a related field is preferred but not required.

Work Environment:

Office environment work, Team oriented environment with the ability to work independently with minimum supervision.

- Job Types: Full-time
- Expected hours: 40 per week
- Schedule: Monday to Friday

ESTIMATOR

The ideal candidate should be an experienced and detail-oriented Estimator. As a pivotal member of the team, this position drives the preparation of accurate, competitive bids for projects covering doors, frames, and architectural hardware.

Duties & Responsibilities:

- Review architectural drawings, specifications, and tender documents
- Prepare competitive and accurate estimates and quotations for glazing projects including curtain walls, storefront systems, windows, doors, and custom glass installations

- Prepare bid proposals and tender submissions within project deadlines
- Perform material take-offs and labor calculations
- Solicit and review supplier and subcontractor pricing
- Coordinate with project managers, engineers, vendors, and clients
- Maintain estimating records, pricing databases, and project documentation
- Identify project risks and recommend cost-effective solutions
- Assist with change order pricing and project budgeting
- Attend site visits and pre-bid meetings when required

Requirements:

- Technical education in construction technology, engineering, or architecture.
- Minimum three years' experience in estimating within the glazing, curtain wall, or construction industry preferred
- Experience with Revit or comparable take-off software
- Strong ability to read and interpret architectural and structural drawings
- Comprehensive knowledge of various door systems and hardware sets.
- Strong mathematical and analytical skills
- Proficiency in Microsoft Office and estimating software
- Excellent attention to detail and organizational skills
- Strong communication and teamwork abilities
- Ability to manage multiple projects and deadlines
- Degree or diploma in construction management, engineering, drafting, or related field is an asset

Work Environment:

Office environment work, Team oriented environment with the ability to work independently with minimum supervision.

- Job Types: Full-time
- Expected hours: 40 per week
- Schedule: Monday to Friday

GLAZIER

Essential Duties and Responsibilities:

- Read & interpret blueprints & specifications to determine work requirements
- Determine type of glass, frames and materials required
- Measure, mark & cut glass
- Assemble and install prefabricated glass, mirrors or glass products
- Position & secure panes in frame
- Install door, window & other hardware
- Repair/replace glass windows/doors & supporting structures
- Assemble, erect & dismantle scaffolding, rigging & hoisting equipment
- Transport cases of glass

Qualifications:

- To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below represent the knowledge, skill, and/or ability required. High school diploma and min. 1 year experience
- Essential Knowledge & Skills: Highly organized, good verbal and written communication skills. Efficient time management skills. Attention to detail and a high degree of accuracy. Strong work ethic and positive team attitude. Able to work at heights.

Work Environment:

- Outdoors in all temperatures, working at heights, safety sensitive work sites.
- Physically demanding: heavy lifting, standing, bending, kneeling.
- Work site – Construction which requires full PPE: hard hats, CSA steel toed boots, safety glasses/goggles

- Job Types: Full-time
- Expected hours: 40 per week
- Schedule: Monday to Friday
- Work Location: Various job sites