



Join our team!
We're Hiring



The ELOCEN Group®, LLC is a Program and Project Management provider in the built environment, committed to improving the quality of lives in our communities. Key service offerings include Construction Management, Design Management, Information Technology, and Facilities & Logistics Integration. These services extend from initial pre-planning through all project development phases to final turnover/occupancy and logistics support.

Learn more at www.elocengroup.com

**All interested applicants must APPLY
ONLINE at <https://elocengroup.com/careers>**



Job Description

Title: Systems Furniture Installer
Reports to: Project POC
FLSA Status: Non-exempt/SCA
Date: July 27, 2026

Company Information:

The ELOCEN Group, LLC is a SBA 8(a) and 8(m) certified, small disadvantaged, woman-owned business providing a full spectrum of Program and Project Management consulting services as it relates to Federal and commercial facilities projects of all scopes and sizes. Our service offerings include Construction Management, Interior Design, Information Technology, Facilities/Logistics, and Healthcare.

Summary of Position:

Supports DOE Facilities/Logistics Contract

Primary Responsibilities:

1. Install and design furniture
2. Regularly reports work status to Project Manager to allow for timely issue resolution
3. Help to maintain a clean, safe, and organized work environment
4. Ability and means to travel on flexible schedule as needed may be required with advance notice
5. No more than 5%-10% of the duties may be reassigned at any one time

Minimum Qualifications (Education, Experience, Skills):

1. High School Diploma or equivalent
2. Minimum of 1 to 3 years relevant experience
3. Detail oriented, well organized, and able to work well in a team-oriented environment
4. Strong communication skills both oral and written
5. Strong ability to multi-task and effectively deal with changing priorities and meeting crucial deadlines is a must

Personal Characteristics:

1. Well-developed interpersonal skills. Ability to get along with diverse personalities.
2. Excellent communication skills, written and verbal.

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. Individuals may need to sit or stand as needed. May require walking primarily on a level surface for periodic periods throughout the day. Reaching above shoulder heights, below the waist or lifting up to 25 lbs. as required to retrieve or store materials throughout the workday.



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