opportunities on our Job Board

To view all job openings at Vytex Windows, please click here.

Driven by purpose, passion, and possibility – from product innovation to manufacturing and everything in between. Find your future at Vytex Windows, a family-owned and -operated business, is one of the country’s top window and door companies, but you don’t have to take our word for it. Being honored as the replacement windows and doors leader in the mid-Atlantic region, and by the American Architectural Manufacturers Association, and to maintain an A+ rating with the Better Business Bureau. Since being founded in 1988, we’ve grown to become the replacement windows and doors leader in the mid-Atlantic region, and is proud to be a member of the American Architectural Manufacturers Association, and to maintain an A rating with the Better Business Bureau.

Check out these other opportunities on our Job Board

- SENIOR PROGRAM/MANAGER OF TRAINING PROGRAMS
- CYBER SECURITY ANALYST
- A&P MECHANIC GENERAL AVIATION
- BIG DATA ENGINEER/ARCHITECT
- PROJECT ASSOCIATE
- ELECTRICAL INSTRUMENTATION AND CONTROLS TECHNICIAN
- SR. ANALYST
- PRODUCTION SUPERVISOR
- SENIOR TAX ACCOUNTANT
- PACKAGE DELIVERY DRIVER
- SUPPLY PLANNING ANALYST
- VACATION CONSULTANT
- FLEXOGRAPHIC PRINTING & COATING PRESS OPERATOR
- UNIFORMED POLICE COMMANDER
- ASSISTANT CHIEF ENGINEER, CENTRAL REGION
- ROUTE SALES DRIVER
- OSP DATA COLLECTION TECHNICIAN, TRAVELING
- CLIENT SERVICE ASSOCIATE
- DISPATCHER
- JOURNEYMAN MAINTENANCE TECHNICIAN
- ACCOUNT COORDINATOR, DIGITAL ADVOCACY
- REGIONAL MAINTENANCE MANAGER

JOBS AT VYTEx WINDOWS

PROCUREMENT MANAGER

Laurel, MD

The Procurement Manager’s responsibilities will include:

- Research suppliers and vendors, negotiate contracts, and maintain vendor relationships
- Manage inventory and collect and analyze data
- Balance department budgets with needs
- Communicate and collaborate with accounting, sales, and production

SERVICE TECHNICIAN

Lorton, VA

The Service and Measure Technician’s responsibilities will include:

- Accurately measure dimensions and determine installation processes for windows and doors
- Service and repair previously installed Vytex products
- Provide customer solutions in an efficient and cost-effective manner
- Confirm details within the quoted sales contract to ensure customer expectations are in alignment with product and installation process

DISPATCHER/SCHEDULER

Laurel, MD

The Dispatcher/Scheduler’s responsibilities will include:

- Act as the point of contact and liaison for measure techs, homeowners, and dealer
- Call all new deals with 24-hour time period from time received to schedule Measure appointments with Homeowners and Measure Technician
- Create manifests and load for all Measure Technicians
- Additional office ad hoc duties as needed

BRANCH MANAGER - OFFICE

Lorton, VA

The Branch Manager’s responsibilities will include:

- Assist satellite office with customer service and administrative functions associated with scheduling window measures and installations
- Act as the liaison between homeowners, dealers, technicians, and installers by providing solutions to any arising problems
- Daily invoice management
- Train, coach and develop direct reports

SERVICE COORDINATOR

Laurel, MD

The Service Coordinator’s responsibilities will include:

- Acting as the point of contact and liaison for Homeowners, Service Technicians, and Dealers for warranty issues, payments, parts, and appointments
- Placing outbound calls to schedule service appointments
- Approving claims and verifying rates with Customer Service
- Providing immediate support to service technicians

FEATURED TRAINING PARTNERS

CAREERCIRCLE

CareerCircle is a free digital community focused on helping you take the next steps toward reaching your career goals. They are passionate about connecting you with the necessary skills, resources, and job search assistance you need for the career you deserve. When you join the CareerCircle Community, their team will ensure that you feel supported throughout the job seeking process, as well as assist in opening doors to potential opportunities!

PROPEL CAREER ACADEMY

Propel Career Academy offers electrical, welding, and safety training for U.S. military members, veterans, and their spouses. Fast-Track electrical and welding classes allow students to quickly enter the job market with the certified skills that lead to rewarding, long-term careers. Safety Technology certification is also available for applicants interested in pursuing a career in safety management. Financial aid is available, and more information can be found here.

CSCMP

Council of Supply Chain Management Professionals

CSCMP’s SCProTM certifications are designed to educate and advance the supply chain management community. CSCMP’s SCProTM certifications are designed to educate and advance the supply chain management community.

COUNCIL OF SUPPLY CHAIN MANAGEMENT PROFESSIONALS

The Council of Supply Chain Management Professionals is a nonprofit membership association that provides networking, career development, and educational opportunities to the logistics and supply chain management community. CSCMP’s SCProTM certifications are designed to educate and advance professionals in the supply chain and logistics field. For certification exams offered by CSCMP are 100% reimbursable by the G.I. Bill. To learn more, visit cscmp.org or call 633.645.2472 or email scpro@cscmp.org.