



NEW: 07/17/2019 Submitted: 07/16/2019

JOB TITLE:	ROOFER
DIVISION	OPERATIONS SERVICES
SALARY SCHEDULE/GRADE:	IB, GRADE 9
WORK YEAR:	AS APPROVED BY THE BOARD
FLSA STATUS:	NON-EXEMPT
JOB CLASS CODE:	8404
BARGAINING UNIT:	CLAE

SCOPE OF RESPONSIBILITIES

Repairs roof and flashing. Repairs gutters and downspouts. Sheet metal fabrication.

PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

Repairs roofs, gutters, downspouts, and flashing

Assumes responsibility for care and operation of vehicle, tools, and equipment assigned to roofer

Fills out withdrawals on all materials used from stock

Writes work orders on all work performed by roofer and assigned helper

Assumes responsibility for personal safety and the safety of others regarding the assigned job

Completes all trainings and other compliance requirements as assigned by the designated deadline

Performs other duties as assigned by supervisor

PHYSICAL DEMANDS

The work is performed while standing or walking. The work requires the use of hands for simple grasping, pushing and pulling of arm controls and fine manipulations. The work requires the use of feet for repetitive movements. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push or pull heavy weights. The work requires being around moving machinery, exposure to marked changes in temperature and humidity, driving automotive equipment, and exposure to dust, fumes and gases.

MINIMUM QUALIFICATIONS

High School Diploma or G.E.D. with three (3) years successful experience in roofs and sheet metal

Knowledge of all types of roof installation and repairs

Knowledge of sheet metal fabrication and installation

Ability to set up and operate sheet metal equipment

Ability to climb

Valid driver's license

Effective communication skills

DESIRABLE QUALIFICATIONS

Additional experience in this field

Completed apprenticeship program

Experience in a diverse workplace