

Zablocki Roofing

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| <u>Roofing Installer</u> Job Title | <u>Non-Exempt</u> Status |
| <u>11/06/2019</u> Date | <u>1.100</u> Job Code |
| <u>Roofing Foreman</u> Title of Immediate Supervisor | <u>Roofing Operations</u> Section |

Job Summary

Engages in all aspects of roofing operations including: installing different roof types, frost proofing pipes, installing vents, flashing chimneys, and independent roof repair. Also includes, working closely with other members of the roofing crew, communicating effectively with employees and homeowners daily and occasional shop maintenance. This job reports to the Roofing Foreman and/or General Manager.

Job Duties

- Drive company vehicle to and from jobsites
- Complete jobs safely, on budget and on time in accordance to the work order
- Interact with homeowners in a professional manner
- Maintain effective communication with the General Manager, Sales Manager and Office Staff as needed
- Inspect roof to identify any issues in need of repair
- Replace plywood or any other material in need of repair
- Roofing preparation and post clean-up
- Frost proofing pipes
- Vent installation
- Chimney flashing
- Ridge cap and drip edge installation
- Roof installation
- Tools, equipment, and shop maintenance
- Materials inventory
- Other duties as assigned

Description of Tasks

- 1) Uses appropriate construction tools, equipment, and machinery to complete various roofing tasks (shingling, frost proofing, vent installation, chimney flashing, etc.)
- 2) Assures upkeep of the shop and various tools and equipment used during the roofing process
- 3) Uses oral expressions to communicate with others in a clear and effective way
- 4) Other duties as assigned by the Roofing Foreman and/or General Manager

Required Qualifications

- Valid driver's license
- Able to pass a health physical to obtain health card

- Ability to follow instructions
- Excellent organizational skills
- Pays attention to details
- Ability to work as part of team
- Move, bend, and twist your body in a way that allows you to accurately use various construction tools, machinery, and equipment and stand on a roof in different positions while completing roofing tasks
- Coordinates vision and physical movements of the hand to complete tasks
- Able to lift **at least 50 pounds**
- Able to carry **at least 50 pounds**
- Able to climb up and down a ladder
- Applies general rules to specific problems, producing answers that make sense (deductive reasoning)
- Communicates clearly with others using the English language, both oral and written
- Problem solver
- Ability to stand for long periods of time
- Able to imagine how something will appear after it is moved around or when its parts are moved or rearranged
- Operate a vehicle according to state and federal laws and regulations

Working Conditions

Dirty area: Job requires one to work in a dirty environment when completing construction tasks

Various weather conditions: Job requires one to work outside in various weather conditions when completing construction tasks

Noisy environment: Job requires one to work in a noisy environment when completing construction tasks

Repetitive work: Job requires repetitive motions for long periods of time while roofing

Various heights: Job requires one to work at various height levels