



Position Title:	Roofer	Job Code:	4255-06E
Reports To:	Chief Carpenter	Job Group:	SNE
Department:	Facilities Management	Salary Grade:	12
Prepared By/Date:	Carol Flynn/11-2004	FLSA Status:	Non-Exempt
Approved By/Date:			
Revised:	Jennifer C. Brito/05-07-2009		

Summary:

This is skilled work in the repair and maintenance of the College Structures, fixtures and equipment. Requires the application of standard trade practices in maintaining, repairing, and installing roofing systems, structures and equipment. Assignments come in the form of verbal or written orders and work is inspected by supervisors. May exercise some supervision over semi and unskilled workers.

Essential Duties and Responsibilities:

- Installs/repairs roofs and roofing related systems.
- Recommends roofing solutions, products, and alternatives.
- Performs related duties as required.

Knowledge, Skills and Abilities:

- Knowledge of the practices, tools, methods, and materials of the trade.
- Knowledge of occupational hazards and safety precautions of the trade.
- Skills in the use of the tools, materials, and equipment of the trades.
- Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.
- Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.
- Ability to deal with problems involving several concrete variables in standardized situations.
- Ability to work from sketches, plans and to understand and follow written or oral instructions.
- Ability to work in a multi-ethnic and multi-cultural environment.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

While performing the duties of this job, the noise level in the work environment is usually loud.

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.

While performing the duties of this job, the employee is regularly required to sit and reach with hands and arms; to use hands to finger, handle, or feel objects, tools, or controls; talk or hear; stand and walk; and stoop, kneel, crouch, or crawl.

The employee must occasionally lift and/or move up to 25 pounds.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Essential Personnel:

This function/position has been designated as “essential.” This means that when the College is faced with an institutional emergency, employees in such positions may be required to remain at their work location or to report to work to protect, recover, and continue operations at the College.

Minimum Requirements:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.

- Five (5) years experience and skill in the maintenance of buildings, equipment, structures and systems in large institutions and must possess a valid State of Florida driver’s license.

ACKNOWLEDGEMENT

I have read and acknowledge receipt of a copy of my job description.

Signature

Date

Printed Name