

SCHOOL DISTRICT OF JACKSON COUNTY

JOB DESCRIPTION

ROOFER

QUALIFICATIONS:

- (1) High School Diploma or equivalent.
- (2) Four years journeyman level experience as a roofer; or an equivalent combination of training and experience.
- (3) Valid Florida driver's license.

KNOWLEDGE, SKILLS AND ABILITIES:

Thorough knowledge of the standard practices, methods, processes, material and machines and tools of the trade. Considerable knowledge in the construction and use of scaffolding, as well as occupational hazards and safety precautions of the trade. Ability to make estimates of the time and materials needed for a particular job. Ability to work from blueprints and sketches and understand and effectively carry out oral and written instructions. Ability to instruct and supervise the work of helpers.

REPORTS TO:

Maintenance Foreman

JOB GOAL

To perform the application of new roofing and/or replacement roofing and the maintenance and repair of various types of roof surfaces to maintain water-tightness.

SUPERVISES:

Maintenance workers as assigned

PERFORMANCE RESPONSIBILITIES:

- (1) Install, maintain and repair various roofing types, including built-up asphalt, modified bitumen, hot-mopped and torch applied; single-ply membranes, metal roofing, asphalt, fiberglass and wood shingles and tile.
- (2) Install, maintain and repair flashings, expansion joints, sheet metal counterflashing, fascia and soffits, gutters and downspouts, roof penetrations for conduits, pipes, vents and curbs for equipment.
- (3) Inspect and determine locations and causes of leaks and repair in accordance with the manufacturer's instructions.
- (4) Prepare estimates of time and materials needed to perform job.
- (5) Work from blueprints and sketches.
- (6) Instruct and supervise the work of helpers.
- (7) Maintain safety precautions of the trade.
- (8) Use effective, positive interpersonal communication skills.
- (9) Perform other incidental tasks consistent with the goals and objectives of this position.
- (10) Other duties assigned by the immediate administrator or supervisor.

Board Approved May 19, 1998
Amendment Board Approved April 15, 2003

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ROOFER (Continued)

PHYSICAL REQUIREMENTS:

Heavy Work: Exerting up to 100 pounds of force occasionally, and/or up to 50 pounds of force frequently and/or up to 20 pounds of force as needed to move objects.

TERMS OF EMPLOYMENT:

Approved Unit Compensation plan, pay grade 20-23
12 months
8.0 hours per day

EVALUATION:

Performance of this job will be evaluated in accordance with provisions of the Board's policy on evaluation of personnel.