**JOB DESCRIPTION: Roofer Level 3**

**Reports to: Foreman/Roofing Manager**

**Supervises: N/A**

**FLSA: [ ]Exempt [X] Non-exempt**

**Summary:** Apprentice to journeyman roofing team. Participates in roof preparation, material install. They must be alert to the danger of falling, and have a good sense of balance and a better-than-average sense of safety for himself and his co-workers. They should enjoy working with their hands and accept working outdoors, in various weather conditions and should practice regular healthy habits to ensure good physical conditioning and overall wellness.

**Essential Functions**

* *Tear-off of materials on different roof pitches*
* *Properly install underlayment on all roof pitches*
* *Properly watertight roof from rain*
* *Install all types of asphalt shingles and run walls and metal flashings*
* *Install shingles on straight roof with am*
* *Install all types of roofing*
* *Troubleshoot roof leaks and problems*
* Install all metal flashings valleys, steps, skylights, etc.
* Install metal panels and flashings on metal roofs
* Procure necessary safety equipment as required by L&I, including; harness, rope, gloves
* Procure necessary tools and equipment to perform job requirements (see attached list)
* Report to work on-time and as scheduled by supervisor
* Clean and maintain work areas including shop, yard, vehicles and equipment, as requested by foreman
* Properly maintain personal tools and equipment to meet safety standards
* Load and unload tools from work trucks in a safe manner
* Sweep and prep roofs (to Hope standards) to prepare them for the application of new roofing materials
* Clear drains and downspouts and clean gutters
* Remove old roofing materials and trash from worksite and dispose of it in work trucks
* Prepare jobsite to help protect landscape, decks and items designated by client and/or foreman
* Participate in all trainings, including safety trainings
* Report any safety concerns to foreman

**Other Duties**

* *Take charge of job in foreman's absence; apprentice toward foreman position*
* Other duties as assigned by supervisor

**Knowledge, Skills and Abilities**

* Highly skilled roofer that is able to install shingles correctly and efficiently
* Able to install metal flashings valleys, steps, skylights, etc. and install metal panels and flashings on metal roofs
* Able to properly install underlayment on all roof pitches
* Understand how to water tight roof from rain
* Uphold a positive attitude
* Maintain self-motivation and remain productive throughout the day
* Has read employee manual and has signed and returned all required paperwork for employment
* Adheres to dress code as outlined in employee manual

**JOB DESCRIPTION: Roofer Level 3**

**Knowledge, Skills and Abilities (continued)**

* Wears proper safety equipment at all times & is able to work safely on pitched surface
* Follow safety protocol for all workplace injuries
* Follow directions as given by foreman
* Work well with clients & with crew

**Qualifications**

* Valid and insurable Washington State Driver's License
* Must have prior experience at and be successful in completing duties of Level 3 Roofer
* Ability to read and comprehend simple written and spoken instructions, short correspondence and memos in English. Assistance with Spanish translations may be available for longer communications.

### Roofer Level 3

### PHYSICAL REQUIREMENTS AND POTENTIAL HAZARDS

The following identifies the physical demands and potential hazards typically encountered by this position. The information is necessary in part to ensure compliance with the Americans with Disabilities Act and the OSHA Blood borne Pathogens Standards. These can reasonably be anticipated in the normal and customary performance of the essential functions of your work.

**NA**: Not applicable, not required of this position.

**NE**: Requirement is present, but is not essential to the position.

**O**: Occasional, up to 33 percent of the time and essential to the position. (For example, a lifeguard swims only occasionally, but it is essential that a lifeguard be able to swim.)

**F**: Frequent, 34-66 percent of the time.

**C**: Continuous, over 66 percent of the time.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **NA** | **NE** | **O** | **F** | **C** |
| Sitting |  |  | x |  |  |
| Walking |  |  |  | x |  |
| Standing |  |  |  | x |  |
| Running |  | x |  |  |  |
| Bending or twisting |  |  |  | x |  |
| Squatting or kneeling |  |  |  | x |  |
| Reaching above shoulder level |  |  | x |  |  |
| Climbing (e.g. ladders) |  |  |  | x |  |
| Driving cars, light duty trucks |  |  | x |  |  |
| Driving heavy duty vehicles |  |  | x |  |  |
| Repetitive motion of hands/fingers |  |  |  |  | x |
| Grasping with hand, gripping |  |  |  |  | X |
| Lifting/carrying 10-25 pounds |  |  |  | x |  |
|  | **NA** | **NE** | **O** | **F** | **C** |
| Lifting/carrying 26-50 pounds |  |  |  | x |  |
| Lifting/carrying more than 50 pounds (up to 100 pounds) |  |  |  | x |  |
| Pushing/Pulling |  |  |  | x |  |
| Using Foot Controls | NA |  |  |  |  |
| Work in/exposure to inclement weather |  |  |  | X |  |
| Work in/exposure to cold water |  |  |  | x |  |
| Exposure to dust, chemicals or fumes |  |  |  |  | X |
| Work/live in remote field sites | NA |  |  |  |  |
| Use of hazardous equipment (e.g. guns, chainsaws, explosives) | NA |  |  |  |  |
| Swimming, scuba diving | NA |  |  |  |  |
| Work at heights (e.g. towers, poles) |  |  |  |  | X |
| Exposure to infection, germs or contagious diseases | NA |  |  |  |  |
| Exposure to blood, body fluid, or potentially contaminated materials |  |  |  | X |  |
| Exposure to needles or sharp implements | NA |  |  |  |  |
| Use of hot equipment (e.g., ovens) | NA |  |  |  |  |
| Exposure to electrical current |  |  | X |  |  |
| Seeing objects at a distance | NA |  |  |  |  |
| Seeing objects peripherally | NA |  |  |  |  |
| Seeing close work (e.g., typed print) | NA |  |  |  |  |
|  | **NA** | **NE** | **O** | **F** | **C** |
| Distinguishing colors | NA |  |  |  |  |
| Hearing conversations or sounds | NA |  |  |  |  |
| Hearing via radio or telephone | NA |  |  |  |  |
| Communicating through speech |  | X |  |  |  |
| Communicating by writing/reading |  | X |  |  |  |
| Distinguishing odors by smell | NA |  |  |  |  |
| Distinguishing tastes | NA |  |  |  |  |
| Exposure to wild/dangerous animals | NA |  |  |  |  |
| Exposure to insect bites or stings |  |  | X |  |  |
| Work/travel in boat/small aircraft | NA |  |  |  |  |
| Exposure to aggressive/angry people |  |  | x |  |  |
| Restraining/grappling with people | NA |  |  |  |  |
| Other: |  |  |  |  |  |
| Other: |  |  |  |  |  |
|  |  |  |  |  |  |

Items checked above must be consistent with tasks listed.

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