



For the future of every student

CLASS TITLE: ROOFER

BASIC FUNCTION:

Under the direction of the Maintenance Manager, perform skilled work involved in the cleaning, maintenance and repair of District roofing, flashings, gutters and related materials and components; maintain District roofs in a clean and safe condition.

REPRESENTATIVE DUTIES:

ESSENTIAL DUTIES:

Perform skilled work involved in the cleaning, maintenance and repair of District roofing, flashings, gutters and related materials and components; assure compliance with applicable building codes.

Maintain District roofs in a clean and safe condition; inspect District roofs to identify maintenance and cleaning needs; clean and pick up and remove debris from roofs, drain and gutters.

Inspect roofs, flashings, gutters and downspouts for leaks; seal and repair roof leaks or refer repair needs to appropriate trades worker; install, repair or replace roofing, drains, flashings and gutters.

Perform periodic inspections to check for needed alterations, replacements or repairs; inspect wall and roof penetrations for proper caulking or flashings.

Participate in Department-wide projects and assist other trades workers with maintenance and repair projects as needed.

Operate and maintain a variety of equipment including forklifts, man lifts, and a variety of hand and power tools.

Estimate labor, material and equipment needed for assigned projects; prepare cost estimates; monitor inventory levels of materials and equipment; order, receive and maintain adequate inventory of materials and equipment.

Plan, organize and lay out assigned tasks; interpret plans, diagrams, blue prints, sketches and specifications; work from verbal and written instructions and work orders.

Communicate with District personnel and various outside agencies to exchange information and resolve issues or concerns.

Maintain various records related to work orders, maintenance, roofing and assigned activities; prepare purchase orders as needed.

Prepare, develop and recommend plans and specifications for new roofs; inspect roofing projects performed by outside contractors to assure proper installation.

Erect, move and work from ladders and scaffolding.

Maintain work areas, equipment and tools in a safe, clean and orderly condition.

Respond to emergency maintenance needs and requests.

OTHER DUTIES:

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Methods, procedures, equipment and materials used in the installation, maintenance and repair of District roofing, flashings, gutters and related materials and components.

Requirements of maintaining roofs in good repair.

Appropriate safety precautions and procedures.

Materials used for caulking, sealing, waterproofing and flashing roofs and roof structures.

Operation and maintenance of tools, equipment and machinery used in the roofing trade.

Building codes related to the roofing trade.

Proper methods of storing equipment, materials and supplies.

Shop math applicable to the building trades.

Technical aspects of the roofing trade.

Oral and written communication skills.

Proper lifting techniques.

Record-keeping techniques.

ABILITY TO:

Perform skilled work involved in the cleaning, maintenance and repair of District roofing, flashings, gutters and related materials and components.

Maintain District roofs in a clean and safe condition.

Pick up and remove debris from roofs, drain and gutters.

Inspect, seal and repair roof leaks.

Install, repair or replace roofing, drains, flashings and gutters.

Operate a wide variety of hand and power tools and equipment used in the roofing trade.

Organize and lay out work.

Work independently with little direction.

Estimate material, equipment and supply needs.

Observe health and safety regulations.

Maintain records related to work performed.

Work cooperatively with others.

Understand and follow written and oral instructions.

Communicate effectively both orally and in writing.

Establish and maintain cooperative and effective working relationships with others.

Maintain regular and consistent attendance.

EDUCATION AND EXPERIENCE:

Any combination equivalent to sufficient experience, training and/or education to demonstrate the knowledge and abilities listed above. Typically, this would be gained through: graduation from high school supplemented by completion of an approved apprenticeship program in the roofing trade and three years journey-level experience in the cleaning, maintenance and repair of District roofing, flashings, gutters and related materials and components.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license.

WORKING CONDITIONS:**ENVIRONMENT:**

Outdoor work environment.

Regular exposure to fumes, dust, dirt, oil and grease.

Driving a vehicle to conduct work.

Adverse weather conditions.

PHYSICAL DEMANDS:

Dexterity of hands and fingers to operate maintenance equipment and tools.

Seeing to perform maintenance work.

Sitting or standing for extended periods of time.

Lifting, carrying, pushing or pulling heavy objects as assigned by the position.

Walking over rough or uneven surfaces.

Reaching overhead, above the shoulders and horizontally.

Bending at the waist, kneeling or crouching.

Heavy physical labor.

Climbing ladders and working at heights.

HAZARDS:

Working around and with machinery having moving parts.

Working at heights.