



Job Description

Job Title: Roofer

Work Location: Snoqualmie Pass, Washington 98068

Division/Department: Operations

Reports to: Job Foreman and/or CEO / President

Position Summary: A roofer repairs, replaces, and installs roofs on residential homes or commercial buildings to make them watertight using a variety of materials. Roofing is physically demanding and requires good balance, no fear of heights, the stamina to kneel, stand, climb, and carefully walk in hot, cold, windy, snowy, icy, or rainy weather. The work that roofers do ensures that buildings are structurally sound, watertight and safe for those who enter.

Duties and Responsibilities:

- Communicating effectively and working with foreman and teammates to meet daily goals.
- Listen and follow directions. If unsure of task or confused, ask foreman for further explanation, clarification or details.
- Observe how projects work and improve understanding and/or add skills needed to be successful.
- Awareness of project resources including equipment, materials, tools and labor to accomplish goals.
- Notifying foreman of any resource issues before job is impacted.
- Responsible for roof being removed and/or installed, or repaired into a complete, functional, and watertight roofing system.
- Protecting structure & contents when roof is open during reroof or repair.
- Remove snow, ice or water to properly install roofing system.
- Responsible for use and storage of roofing materials, disposal and minimizing waste.
- Responsible for equipment maintenance as it is needed.
- Responsible for returning equipment and tools to proper storage location each day.
- Maintaining project sites in a neat and orderly fashion.
- Identifying safety related issues and reporting those issues to foreman, including making sure all members of the crew are meeting OSHA and CoVid-19 safety standards.
- Using PPE properly at all times. Maintaining safe distancing.
- Stopping work if safety requires and notify foreman ASAP.
- Responsible for attending weekly Safety Meetings.

Educational requirements:

- The roofer position does not have any specific education requirements.

Abilities:

- Ability to identify specific types of roofing materials and knowledge to implement proper installation and repair methods.
- Ability to help set up project sites including materials, equipment, tools, and ladders under foreman's direction.
- Ability to use all tools associated with roofing installation. Measures accurately.
- Ability to identify safety hazards on project sites, take corrective measures to eliminate/reduce risks caused by those hazards.
- Ability to communicate effectively both in written and oral communications with project supervisors and teammates.
- Capable of taking constructive criticism and learning from mistakes.
- Physical ability to lift and maneuver heavy objects including materials, tools, and equipment.
- Ability to work at heights, also steep pitches, as well as access heights from a ladder, and rope and harness.

Behaviors: The following must be demonstrated at a fully acceptable level.

- Attendance - Arrives ready to work, on time. Returns from lunch on time. No unapproved absences or overtime. Calls in before shift if ill so we can adjust the schedule.
- Productivity - Completes all tasks correctly, and in a timely manner.
- Accuracy - Ability to perform work accurately and thoroughly, correcting mistakes as required.
- Service Orientation – Exhibits professional attitude, appearance. Helpful, refers job related questions to Foreman.
- Teamwork - Willingness and ability to work with others.
- Attitude – Can-do attitude, consistently enhancing skills and abilities, taking pride in work and in being a craftsman.

I have reviewed and understand the above Job Description; believe it to be accurate and complete; and I can successfully fulfill each duty or task. I also agree that management retains the right to change this job description at any time.

Employee Name, Signature:

Date:

Supervisor Name, Signature:

Date: