



Cow Creek Government Office

Position Description

Position Title: General Construction Laborer

Department: Housing

Reports To: Housing Director

FLSA Designation: Non-Exempt

Date Written/Revised: 02/08/2018

POSITION PURPOSE:

Responsible to construct, erect, install and repair structures and fixtures of many types of materials such as: wood, plywood, and wallboard, using hand tools and power tools. Prepare and clean up construction project sites.

ESSENTIAL FUNCTIONS:

- Shape or cut materials to specified measurements, using hand tools, machines, or power tools.
- Follow established safety rules and regulations and maintain a safe and clean environment.
- Install structures or fixtures, such as windows, frames, floorings, trim, or hardware, using carpenters' hand or power tools.
- Verify trueness of structure. Inspect ceiling or floor tile, wall coverings, siding, glass, or woodwork to detect broken or damaged structures.
- Build, install or repair cabinets, doors, frameworks, floors, or other wooden fixtures used in buildings, using woodworking machines, carpenter's hand tools, or power tools.
- Assemble and fasten materials to make frameworks or props.
- Remove damaged or defective parts or sections of structures and repair or replace.
- Finish surfaces of woodwork or wallboard in houses or buildings, using paint, hand tools, or paneling.
- Work with or remove hazardous material.
- Perform minor plumbing, welding, or concrete mixing work.
- Operate jackhammers and drills to break up concrete or pavement.
- Place, consolidate, and protect case-in-place concrete or masonry structures.
- Position, join, align, and seal structural components, such as concrete wall sections and pipes.
- Signal equipment operators to facilitate alignment, movement, and adjustment of machinery, equipment, and materials.
- Smooth and finish freshly poured cement or concrete, using floats, trowels, screeds, or powered cement finishing tools.
- Clean and prepare construction sites to eliminate possible hazards.
- Erect and disassemble scaffolding, shoring, braces, traffic barricades, ramps, and other temporary structures.

- Install sewer, water, and storm drain pipes, using pipe-laying machinery and laser guidance equipment.
- Load, unload, and identify building materials, machinery, and tools, and distribute them to the appropriate locations, according to project plans and specifications.
- Read and interpret plans, instructions, and specifications to determine work activities.
- All other duties as required.

QUALIFICATIONS:

- High School Diploma or GED Certificate.
- 3-5 yrs experience working in the Construction Industry.
- Ability to work from construction specifications or blueprints.
- Ability to understand and carry out written and oral instructions.
- Ability to perform manual work requiring periods of extensive physical exertion and potential exposure to adverse weather conditions.
- Ability to look beyond the standard solutions.
- Analytical/mathematics skills are essential.
- Ability to identify and correct conditions that affect employee safety.
- Current and valid Oregon Drivers License with the ability to qualify for the Cow Creek Government Office Drivers Program.

