



# 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.

**Cow Creek Government Office**

Position: General Construction Laborer

**Position Minimum Requirements**

{Continuous - 67-100% of the day. Frequent -- 34-66%. Occasional -- 6-33%.  
Intermittent -- 1-5%}

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**1. SITTING** - (Percent of time or hours per day? Surface? Foot controls?) **Occasional**

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**2. STANDING** - (Percent of time or hours per day? Type of surface? Duration at one time?)  
**Frequent**

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**3. WALKING** - (Percent of time or hours per day? Surface? Distance?) **Occasional**

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**4. POSITIONS** - (Can worker change positions frequently? Occasionally?) **Yes Frequently**

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**5. LIFTING & CARRYING** - (Weight? Type of object(s)? Frequency? Distance?) **Occasionally up to 100#s**

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**6. PUSHING/PULLING** - (Weight? Type of object(s)? Times per hour? Distance?) **Occasionally up to 500#s**

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**7. REACHING/HANDLING** - (Use of hands for repetitive fine manipulation? Distance? Overhead reaching? Frequency?) **Frequently**

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**8. BENDING/SQUATTING** - (Frequency? From Waist? Knees? Duration?) **Occasionally from the knees**

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**9. TWISTING** - (From what body part(s)? Frequency? How far? Work being done?) **Occasionally from the waist**

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**10. CLIMBING** - (Height? Slope? Number of steps? Frequency? On what? Ladder?)  
**Occasionally**

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**11. CRAWLING** - (Surface? Frequency? Distance?) **Occasionally**

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**ENVIRONMENTAL FACTORS** - (Include whether job is performed inside or out identifying extremes of cold, humidity, heat, etc. Include any hazards such as noise, light, fumes, dust, vibration, liquids, chemicals, communicable disease, etc.) **Position is performed inside a temperature-controlled facility as well as outdoors. Exposure to smoke, dust, noise, communicable diseases is always present. Works with extreme heat/cold. Works around moving mechanical parts, High-pitched noises, potential electrical shock**

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<input type="checkbox"/> Sedentary Work	= Prolonged periods of sitting, exerts up to 10 lbs. of force occasionally
<input type="checkbox"/> Light Work	= Exerts up to 20 lbs. of force occasionally, and up to 10lbs. of force frequently
<input type="checkbox"/> Medium Work	= Exerts up to 50 lbs. of force occasionally, and up to 20 lbs. of force frequently
<input checked="" type="checkbox"/> Heavy Work	= Exerts up to 100 lbs. of force occasionally, and up to 20 lbs. of force frequently
<input type="checkbox"/> Very Heavy Work	= Exerts over 100 lbs. of force occasionally, and up to 50 lbs. of force frequently

