



Cow Creek Government Office

Position Description

Position Title: General Construction Laborer

Department: Housing

Reports To: Construction Foreman

FLSA Designation: Non-Exempt

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**

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 |

I have read and reviewed this job description with my immediate supervisor and fully understand the terms set forth.

EMPLOYEE **DATE**

SUPERVISOR **DATE**

The job description is not intended to detail every aspect of your job or list every task you may perform. It is provided as a general overview of the responsibilities and skill required to do this job successfully.

