



Little Rock School District

JOB DESCRIPTION

Position Title: **Roofer**

Prepared Date: **12/12/2021**

JOB GOAL:

Performs a variety of skilled duties under the direct supervision of a trade specialist or foreman.
Performs general duties and other duties as assigned.

TERMS OF EMPLOYMENT:

Twelve (12) month (245 days) contract, Pay 802 Grade 10, plus Benefits Package. NOTE: Precise placement within the salary range will be determined based upon education and experience. **FLSA: Non-Exempt**

QUALIFICATIONS:

1. Knowledge of methods, practices, and safety precautions used in roofing.
2. Knowledge of building materials and equipment needed to construct or replace roofs.
3. Ability to climb scaffolds and perform physical labor.
4. Skill in the use and care of equipment used in roofing.
5. Must have a valid Arkansas driver's license.

ESSENTIAL DUTIES & RESPONSIBILITIES:

The following statements of duties and responsibilities are intended to describe the general nature and level of work being performed by individuals assigned to this position. These statements are not intended to be an exhaustive list of all duties and responsibilities required of all personnel within this position.

1. Recommends supplies and equipment for purchase and maintains an inventory of tools, equipment, and supplies.
2. Prepares the work-area for working on the roof.
3. Builds scaffolds and extension-ladders to reach top of buildings.
4. Hoists equipment needed in roofing-process to roof using ropes and pulleys.
5. Inspects District facilities' roofs and gutters for preventive maintenance.
6. Cleans and maintains work-area and equipment.
7. Performs other duties as assigned.



Little Rock School District JOB DESCRIPTION

Requirements are representative of minimum levels of knowledge, skills and/or abilities. To perform this job successfully, the incumbent will possess the abilities or aptitudes to perform each duty successfully. Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions.

Mental Functions, Physical Requirements, and Working Conditions:

While performing the duties of this job, the employee is regularly required to sit, stand, walk, go up and down stairs, operate foot and hand controls, use a telephone and write. Occasionally the employee must lift and/or move up to twenty (20) or more pounds. This position requires accurate perceiving of sound, near and far vision, depth perception, handling and working with educational materials and/or objects, and providing oral information. Must have the ability to work for the duration of the daily contracted time period, and to be physically present and at assigned work, with only infrequent unexcused absences, during the contract year. Additional technical skills, knowledge, and abilities may be recommended by immediate supervisor and approved by the Human Resources Director.