



**Business Job Title:** Roofing Crew

**Reports To:** Roofing Superintendent

**Department:** Roofing

**Supervises:** None

**Exemption Status:** Not –exempt

**Job Summary:** The Roofing Crew is the core group of field personnel working out on the job site under the direction of a Roofing Superintendent. The crew is responsible for performing the majority of the daily tasks of roof repairs, upgrades and PV stanchion flashing work on residential roof systems. Other responsibilities may include assisting PV crews with roof top stanchion lay-out, mounting and rail installation. The work week is targeted at 40 hours, however it is not uncommon for either the work week to exceed 60 hours or for individual work days to exceed 12 hours. The expectation is that the individual who takes on this position is flexible enough to comply with these potentially diverse hours of construction. There will be times when out-of-town jobs require overnight stays away from home.

**Essential Responsibilities:**

- Safety: Read, understand, and be intimately familiar with the American Solar Electric Injury and Illness Prevention Program (IIPP) and any updates. Perform job duties in accordance with the IIPP.
- Read, understand, and be intimately familiar with the American Solar Electric Employee Handbook and any updates.
- Perform all roofing and construction tasks per manufacturer’s installation guidelines or the Sanctioned ASE Installation Procedures as read from the ASE Construction Handbook
- Perform all roofing activities under the direction of the Roofing Superintendent
- Maintain the assigned set of tooling and immediately report any lost, stolen, or missing tools to the Roofing Superintendent.
- Stock truck daily with any materials needed for the job
- Show up to work on time and be mentally and physically ready to work. Take direction from the Roofing Superintendent.
  
- Required to drive safely and abide by all traffic laws to job sites in company provided vehicle
- Record hours worked daily into time tracking computer program
- Attend all Tool Box Talks

**Qualifications – Required:**

- Candidates must have 5 years experience working on residential steep sloped roofing systems in the valley and possess experience with concrete tile – both flat and S-tile, two piece clay barrel tile, asphalt shingle, spray polyurethane foam, rolled roofing
- Ability to cut roof tiles with power tools
- Install and seal flashing and stanchions for solar photovoltaic projects
- Perform other basic roof repairs and maintenance on residential roofing systems
- Ability to withstand extreme summer temperatures with no shade available
- Ability to communicate with homeowners and co-workers clearly and professionally

Education: High School diploma

Experience: 5 years previous roofing construction experience2



Other: Tile Roof Institute certification is preferred.

Clean driving record

**Knowledge, Skills and Abilities:**

- Must be able to work effectively, efficiently, patiently and pleasantly with other staff, customers, vendors, and the general public.
- Solid reading comprehension skills are required
- Organizational skills are required

**Physical Qualifications:**

- Must be able to lift 50 lbs ground to shoulder 10 times within 30 minutes
- Must be able to walk 35 yard carrying 50 lbs 10 times within 30 minutes
- Must be able to climb a ten foot ladder 10 times within 30 minutes
- Must be able to work in confined spaces
- Must be able to work in extreme summer temperatures with no shade available
- Must be able to withstand prolonged standing, kneeling and stooping for long periods of time

Disclaimer: The above statements are not intended to describe the general nature and level of work being performed by individuals assigned to this position. They are not intended to be construed as an exhaustive list of responsibilities, duties and skills required of individuals in this position.