JOB DESCRIPTION
The UNIVERSITY of OKLAHOMA

Roofer

Job Code: 7549

Salary Grade: S06

FLSA Status: Non-Exempt

Job Family: Service/ Crafts/ Trades

The following statements are designed to outline the general functions and typical responsibility levels associated with positions in this classification. They are not intended to serve as an exhaustive list of specific duties or requirements for individual positions assigned to this classification.

Job Responsibilities

Installs, troubleshoots, maintains and repairs roofs, coverings and exterior structures such as stem walls, foundations and planters.

- Repairs cracks and blisters, three course roofing, caulks cracks and corrects misaligned tiles and defective flashing. Installs and repairs flood coating and reflective coating.
- Applies torch down and flat roof flashings. Applies multiple cold process overlay and asphalt shingles.
- Maintains inventory of stock repair material.
- Cleans roof surfaces and gutters of debris.
- Performs roof inspections.
- Maintains preventive maintenance records and documents roof inspections.
- Performs various duties as needed to successfully fulfill the functions of any site support position to include assisting any skilled trade.

Minimum Requirements

Education:

Required: High School diploma or GED.

Experience:

Required: 24 months of roofing experience.

Required Certifications or Licenses:

- None

Verification of education and licensure (if applicable) will be required if selected for hire.

Knowledge, Skills, and Abilities

- Knowledge of roofing methods, materials, and systems
- Maintaining and repairing roofs
- Ability to communicate verbally and in writing

Working Conditions

Physical:
Sitting, standing, and walking for extended periods. Ability to grasp, reach, twist, bend, and kneel. Ability to lift, push and pull 50 lbs.unassisted. Engage in repetitive motions. Ability to climb ladders and stairs to work on elevated surfaces. Frequent and repeated climbing, bending, stooping, and kneeling. Ability to wear appropriate safety equipment.

Environmental:
Work in a construction environment. Ability to work on rooftops that exceed ten feet. Exposure to extreme temperature changes and safety hazards. Occasional exposure to extreme heat and cold. Exposure to dirt and dust. Possibility of slippery surfaces. May be designated as an essential position during emergency closures. May be required to remain on campus overnight during weather or other emergencies.

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