Construction Craftsperson II (0803)

**Basic Purpose/Job Function:** Assisting other Construction Craftspersons in areas of proficiency and serve as a helper in other craft areas; Work requires proficiency in at least two of the following craft areas: carpentry, painting, masonry, cement finishing, road construction/building, roofing, sheet metal and/or welding.

**Examples of Titles Replaced:** Asbestos Abatement Mechanic III; Athletic Maintenance Person; Carpenter II; Carpet Layer; Cement Finisher; Furniture Repairperson II; Glazier; Locksmith II; Maintenance Craftsperson; Mason II; Mechanical Operations Craftsperson II; Painter II; Plasterer; Roofer I; Welder

**Typical Functions May Include:**

1. Assisting other Construction Craftspersons in assigned areas of craft proficiency
2. Assuming lead crew position in qualified areas of proficiency in absence of Construction Craftsperson supervisor
3. Assisting with other crafts as directed
4. Interpreting blueprints
5. May assist in or assume responsibility for fabrication of sheet metal to make duct work for heat and air units
6. May assist in or assume responsibility for welding and fabrication of various metals to include aluminum and stainless steel TIG welding
7. May assist or assume responsibility for repair of roofs on University buildings requiring a high proficiency in the use of foam and coater equipment, requiring working knowledge of other types of roofing and carpentry to include built-up, shingles, metal and tile
8. May assist or assume responsibility for cement finishing, requiring knowledge of all forming techniques and strengths
9. May assist or assume responsibility for carpentry work
10. May assist or assume responsibility for the repair of University streets and parking lots, requiring the use of all types of asphalt paving and other equipment such as: hydraulic cranes, sweepers, forklifts, winch trucks, hydraulic backhoes, and road graders
11. Performing other related duties as assigned

**Risk Management:** Uses established safety practices to protect health and safety of personnel and property.

**Supervision of Others:** Has no regular supervisory responsibility but may assist in training and mentoring new personnel that perform similar duties.
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Supervision Received: Receives direct or general supervision from a designated supervisor.

Minimum Qualifications:

- **Education**: High School diploma or GED
- **Experience**: 6 – 18 months  
  **Type**: Construction
- **Skills**: Uses tools or equipment in a manner requiring some training or instruction; reads and interprets basic written materials; uses addition, subtraction, multiplication and division; performs record keeping operations requiring logging; ability to communicate orally and in writing as required to exchange information.
- **Special Requirements**: Exposure to physically demanding tasks; regular exposure to noise and odors; lifting 50 lbs or more on occasion; bending and stooping.
- **Licenses**: Oklahoma Driver’s License
- **Certifications**: Determined by nature of job and/or department

Minimum requirements may be met by an equivalent combination of education and experience, unless otherwise designated in writing by the department.

Departments are responsible for site-specific job descriptions.