

Concrete Laborer

Reports to: Project Superintendent or Concrete Superintendent
Date: 6/21/10

Department: Field Operations

Job Function: This position includes a wide range of experience levels, performing basic duties to assist on -site _____ concrete and laborer crews to perform production activities, while keeping the jobsite clean and organized.

Duties and Responsibilities:

1. Be proficient with mechanical tools for maintenance of equipment; operate all _____ owned equipment and complete all maintenance records on time.
2. Load and unload materials as directed; carry out planned site preparation for large equipment (crane, pump); be able to supply crews with requested materials in an orderly safe and timely manner.
3. Be able to direct traffic, public, and subcontractors to the required areas; be able to maintain the site following the site-specific plan.
4. Maintain site organization, site clean-up; maintain barriers and fences; safely remove snow and coordinate dumpster removal.
5. Having the desire to obtain Concrete I status, and with supervision, assist with slope protection and winter protection.
6. Be able to assist with concrete demolition and removal; assist with placement of vapor barrier, expansion material and wire mesh.
7. Be able to assist at concrete vibrating; stripping and general clean up of concrete and slab forms.
8. Gain knowledge of walls and finish concrete skills by assisting with Concrete I duties.
9. Be aware of, understand and follow the _____ safety culture, particularly the use of hardhats, safety glasses, ear plugs, dust masks, reflective clothing, and assigned harnesses.
10. Perform any other duties as assigned.

Education: High School diploma or equivalent.

Preferred Education: High School diploma.

Minimum Experience: No prior experience required.

Preferred Experience: 2 years General Laborer experience.

Attributes:

Organization Skills	Flexibility
Good Judgment	Adaptability
Communication Skills	Time Management
Focused	Dependable
Thorough	Consistent
Attention to Detail	Attentive Listener
Results Oriented	

Administrative Skills: Strong organizational skills.
 Ability to communicate effectively with all levels.
 Ability to follow policy and procedures.
 Ability to exercise independent judgment.
 Ability to function in a high paced environment.

PHYSICAL DEMANDS

ACTIVITY	FREQUENCY				ACTIVITY	FREQUENCY			
	N	O	F	C		N	O	F	C
Time Spent					Vision/Dexterity				
Spend Time Sitting		X			Manual Dexterity			X	
Spend Time Standing				X	Finger Dexterity			X	
Spend Time Walking			X		Wrist-Finger Speed		X		
Spend Time Bending or Twisting the Body			X		Peripheral Vision			X	
Spend Time Kneeling, Crouching, Stooping, or Crawling			X		Far Vision			X	
Spend Time Climbing Ladders, Scaffolds			X		Visual Color Discrimination		X		
Spend Time Keeping or Regaining Balance		X			Depth Perception			X	
Spend Time Making Repetitive Motions			X		Skills				
Lift/Carry					Reading Comprehension		X		
Lift/Carry 10 lbs or less				X	Writing		X		
Lift/Carry 11-15 lbs				X	Letters and Memos	X			
Lift/Carry 16-20 lbs				X	Electronic Mail	X			
Lift/Carry 21-40 lbs				X	Speaking			X	
Lift/Carry 41-50 lbs			X		Public Speaking		X		
Lift/Carry 50-100+ lbs		X			Active Listening			X	
Push/Pull					Complex Problem Solving		X		
Push/Pull 12 lbs or less				X	Contact With Others				X
Push/Pull 13-20 lbs				X	Exposure				
Push/Pull 21-40 lbs				X	Very Hot or Cold Temperatures			X	
Push/Pull 41-100 lbs		X			Exposed to High Places			X	
					Exposed to Hazardous Conditions			X	
					Exposed to Disease or Infections	X			
					Sounds, Noise Levels Are Distracting or Uncomfortable			X	
					Exposed to Whole Body Vibration		X		
					Operating Vehicles, Mechanized Devices, or Equipment			X	

Key:

N – Never

O – Occasionally; 1-33% of time

F – Frequently; 34-66% of time

C – Constantly; 67-100% of time