

# Steel Laborer

Roles	Goals	Responsibilities	1 - 6	Skills/Essential Functions	1 - 6	Examples / Comments
<b>Production</b>	<ul style="list-style-type: none"> <li>To ensure timely completion of project(s)</li> </ul>	<ul style="list-style-type: none"> <li>Full knowledge and ability to operate hand tools such as tape measurer, level, screw guns, drills, impacts, screw drivers, hammerers, squares, side grinders, tin snips, metal break and slitter, etc.</li> <li>Basic knowledge and ability to operate the following heavy equipment: boom lifts, scissor lifts, fork lifts and sky tracks/shooting boom lifts</li> <li>Be able to maintain production rates that meet or exceed industry and _____ standards (Reference _____ Production Rate document)</li> </ul>		<ul style="list-style-type: none"> <li>Maintains tools using OSHA specified color codes (ask Foreman)</li> <li>Keeps tools free of debris</li> <li>Informs supervisor of new techniques and equipment</li> <li>Keeps fall protection clean and free of foreign materials</li> <li>Installs cable clamps so that the saddle is on the load side</li> <li>Uses steel cables on abrasive materials</li> <li>Uses nylon slings on products that are not abrasive (i.e. woods and plastics)</li> <li>Install purlins and girts</li> <li>Install wind rods</li> <li>Make rafet connections</li> <li>Install clips on roof</li> <li>Make props for wall</li> <li>Cut insulation for wall</li> <li>Work on wall middle</li> <li>Install base angle</li> </ul>		
<b>Quality Control</b>	<ul style="list-style-type: none"> <li>To produce quality construction at or above company and industry standards</li> </ul>	<ul style="list-style-type: none"> <li>Consistently double check ones work</li> <li>Correct and address quality issues as they occur</li> </ul>		<ul style="list-style-type: none"> <li>Be familiar with quality standards</li> <li>All trim joints and miters should be flush and tight</li> <li>Base trim must be level and true</li> <li>All doors windows and openings to be square and plum</li> </ul>		

<p><b>Safety</b></p>	<ul style="list-style-type: none"> <li>To have the safest crews in the industry within their respective trades</li> <li>Be recognized and have the credentials to maintain the most stringent safety demands of our clients</li> </ul>	<ul style="list-style-type: none"> <li>To recognize and report all safety issues to foreman and supervisor immediately.</li> <li>Preplans for Safety</li> <li>Ensures jobsite safety and security</li> <li>Utilizing and inspecting all fall protection as required by OSHA and/or job specific standards</li> </ul>	<ul style="list-style-type: none"> <li>Basic boom lift and scissor lift training (this is provided by foreman)</li> <li>Forklift Training</li> <li>Applies _____ safety policies and procedures at all times</li> <li>Identifies potential, unsafe situations</li> <li>Notifies supervisor of potential unsafe conditions</li> <li>Participates in _____'s weekly tool box safety talks</li> <li>Reports all accidents to supervisor</li> <li>Reports unsafe equipment to supervisor</li> <li>Understands _____ and OSHA guidelines for uses of personal Protective equipment (PPE) This includes daily inspections of PPE</li> <li>Inspect all slings and cables, before use</li> <li>Demonstrates consistent use of standard PPE (hard hat, safety glasses, safety harness)</li> <li>Use of proper fall protection as required by OSHA (refer to Foreman/Supervisor for any questions regarding standards)</li> </ul>	
<p><b>Employee</b></p> <p>Is employed as a member of the _____</p>	<ul style="list-style-type: none"> <li>_____ creates an environment where employees support one another.</li> <li>All stakeholders recognize _____ as an organization that they can rely on when a commitment is made.</li> <li>Clients recognize _____ as a quality Design/Build service provider and they seek us out to do all their work.</li> <li>_____ continues to improve on their level of service and expands their capabilities in serving their clients.</li> </ul>	<ul style="list-style-type: none"> <li>Supports the Company's value statement and lives it on a daily basis</li> <li>Incorporates and practice the four (4) disciplines of a healthy organization on a daily basis</li> </ul>	<ul style="list-style-type: none"> <li>Assist co-workers in need</li> <li>Performs any task knowing is in the best interest of the company</li> <li>Ensures complete work does not require re-work</li> <li>Remains productive with minimal supervision</li> </ul>	

Skills Rating: 1 – Untrained  
2 - In Process of Learning  
3 – Needs Improvement  
4 - Meets basic expectations of roles and responsibilities  
5 - Meets and at times exceeds expectations of roles and responsibilities  
6 - Has a complete understanding and performs roles and responsibilities above and beyond expectations on a consistent basis

Date \_\_\_\_\_ Reviewer \_\_\_\_\_ Employee \_\_\_\_\_

The company has reviewed this job description to ensure that essential functions and basic duties have been included. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate.

**Requirements and Qualifications**

High School Diploma or G.E.D. equivalent required

**Physical Demands**

<b>Physical Abilities</b>		<b>Lift/Carry</b>		<b>Push/Pull</b>	
Stand	F (Frequently)	10 lbs or less	O (Occasionally)	12 lbs or less	O (Occasionally)
Walk	F (Frequently)	11-20 lbs	F (Frequently)	13-25 lbs	O (Occasionally)
Sit	O (Occasionally)	21-50 lbs	F (Frequently)	26-40 lbs	F (Frequently)
Handing/Fingering	F (Frequently)	51-100 lbs	F (Frequently)	41-100 lbs	O (Occasionally)
Reach Outward	F (Frequently)	Over 100 lbs	O (Occasionally)		
Working Overhead	O (Occasionally)				
Lifting from waist and below	O (Occasionally)				
Climb	F (Frequently)				
Crawl	O (Occasionally)				
Squat or kneel	F (Frequently)				
Bend	F (Frequently)				

\*Physical demands change in scope from day to day and worksite to worksite

**Other Physical/Mental Requirements:**

- Sense of Smell
- Sense of Taste
- Hearing and Eyesight
- Take Direction and Manage Tasks

**Steel Division**

Entry Level Steel Laborer
Apprentice
Craftsman
Lead man
Foremen
Trades Superintendent

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