



# Roofer

## Position Details

Class Code: 7220

Job Family: Skilled Trades/Technicians

Classification: Support Professional

Terms of Employment: [Pay Grade 52 on the Support Professional Salary Schedule](#)

FLSA STATUS: NON-EXEMPT

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## Position Summary

Under general supervision, the roofer performs a variety of skilled roofing maintenance and repair work to various buildings and structures.

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## Essential Duties and Responsibilities

This list of Essential Duties and Responsibilities is not exhaustive and may be supplemented.

1. Performs routine and moderately complex maintenance, installation, and repairs of roofs with various materials (i.e., wood, asphalt, shingles, urethane, polycap, modified Bitumen, single ply, polyvinyl chloride (PVC) and rubber, etc.).
2. Plans and prepares all facets of roofing projects, including:
  - Reading blueprints, shop drawings, and written instructions to determine method and sequence of work
  - Submitting small purchase orders for needed supplies/equipment
  - Cleaning and preparing work area
  - Assembling scaffolding
  - Mixing/preparing adhesives and surfacing materials
3. Prepares old roofing foundations for the application of new roofing material; removes old materials; repairs leaks, cracks, and structural damage; installs and repairs gutters and jacks.

4. Mops or pours hot asphalt/tar onto roof base; operates, maintains, and tests safety components of spray equipment; maintains and overhauls liquefied petroleum gas (LPG) equipment and refilling operations.
  5. Maintains and repairs various roofing equipment (i.e., spray equipment, water blasters, mixers, generators, high-pressure air compressor, etc.).
  6. Disposes of waste and hazardous materials in accordance with prescribed safety policies and environmental procedures; maintains cleanliness of painting facilities and equipment; maintains inventory of materials.
  7. Operates various automobiles and transport vehicles (i.e., dump truck, scissor bed truck, man lift, utility vehicles, etc.).
  8. Assists other trade workers with special projects involving roofing and various maintenance work; directs the work of assigned staff.
  9. Coordinates, instructs, and/or directs the daily activities of skilled trades assistants, when assigned.
  10. Completes necessary paperwork/reports as it relates to work projects.
  11. Conforms to safety standards, as prescribed.
  12. Performs other tasks related to the position, as assigned.
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## Distinguishing Characteristics

Performs all work according to established safety standards and regulations applicable to the work. Employee functions at journeyman level and is responsible for reinforcing the integrity of Clark County School District facilities and building rooftops.

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## Knowledge, Skills, and Abilities (Position Expectations)

1. Knowledge of surface preparation and repair as it relates to roofing; knowledge of applying roofing materials.
2. Knowledge of basic District work policies and guidelines.
3. Knowledge of departmental practices and procedures.
4. Knowledge of and ability to recognize, understand, interpret, and apply local, state, federal, and national codes and regulations including, but not limited to: Uniform Building Code (UBC), National Fire Protection Association (NFPA), Occupational Safety and Health Administration (OSHA), Environmental Protection Agency (EPA), etc., as they apply to toxic or hazardous chemicals and disposal practices; knowledge of building codes and state/local ordinances as they relate to the work.

5. Skill in performing the practices and procedures of the roofing trade.
  6. Ability to understand and follow written and verbal instructions.
  7. Ability to read and write English.
  8. Ability to operate various manual, and electric tools and equipment (i.e., scraper, sawzall, grinder, pliers, sander, high-pressure urethane foam systems, high pressure hydraulic systems, high pressure nitrogen, tar kettle, propane torch, single phase and three (3)-phase equipment, air compressor, generator, LPG torch, spray gun, foam application unit, forced air unit, coil nailer, etc.).
  9. Ability to operate various automobiles and transport vehicles (i.e., dump truck, scissor bed truck, man lift, utility vehicles, etc.).
  10. Ability to withstand exposure to dust, mold, fiberglass, and various chemicals.
  11. Ability to withstand heights and perform work safely.
  12. Ability to work independently to carry out assignments to completion.
  13. Ability to perform duties with a professional and cooperative work ethic.
  14. Ability to work flexible hours or shifts.
  15. Possess physical and mental stamina commensurate with the responsibilities of the position.
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## Position Requirements

### Education, Training, and Experience

1. High school graduation or other equivalent (i.e., General Educational Development (GED), foreign equivalency, etc.).
2. Completion of apprenticeship or journeyman certification as a roofer; or, Four (4) years of professional work experience as a roofer.

### Licenses and Certifications

1. A valid driver's license that allows an applicant/employee to operate a motor vehicle in Nevada. License must be in possession at the time of application/Qualified Selection Pool (QSP) placement and must be maintained for the duration of the assignment.
2. A valid Class B Commercial driver's license must be obtained within five (5) months of hire date if not in possession at time of application/QSP. License must be maintained for the duration of the assignment.
3. Copy of current driving history (dated within six (6) months from the date printed) issued by the Department of Motor Vehicles (DMV) at time of application or QSP placement and at time of interview prior to final selection.
4. Safe driving record. Must be maintained for the duration of the assignment.

5. Hold or be able to obtain forklift qualification card from the Clark County School District. If qualification card is not in possession at time of application or QSP request, it must be obtained within five (5) months of hire into position. Qualification card must be maintained for the duration of the assignment.

## **Preferred Qualifications**

None Specified.

## **Conditions of Employment:**

Applicants/Employees are subject to all aspects of mandatory drug and/or alcohol testing as required by law and/or District regulations and procedures.

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## **Document(s) Required at Time of Application**

1. High school transcript or other equivalent (i.e., GED, foreign equivalency, etc.).
  2. Apprenticeship or journeyman certification/card, if applicable.
  3. Copy of a valid driver's license that allows the applicant/employee to legally operate a motor vehicle in Nevada.
  4. Copy of a valid Class B Nevada Commercial driver's license, if applicable.
  5. Current copy of driving history (dated within six (6) months from date printed) issued by the DMV.
  6. Safe driving record.
  7. District-issued forklift qualification card, if applicable.
  8. Specific documented evidence of training and experience to satisfy qualifications.
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## **Examples of Assigned Work Areas**

Clark County School District facilities - rooftops of District buildings and/or facilities.

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## **Work Environment**

### **Strength**

Medium/heavy - exert force of 50-100 lbs., occasionally; 25-50 lbs., frequently; or 10-20 lbs., constantly.

### **Physical Demand**

Frequent sitting, standing, walking, pushing, pulling, stopping, kneeling, climbing, crouching, reaching, handling, balancing, and repetitive fine motor activities. Hearing

and speech to communicate in person, via video conference and computers, or over the telephone. Mobility to work in a typical office setting and use standard office equipment. Stamina to remain seated and maintain concentration for an extended period of time. Vision: Frequent near and far acuity, and color vision. Vision to read printed and online materials, a video display terminal (VDT) screen, or other monitoring devices.

## **Environmental Conditions**

Work outdoors with temperatures ranging from mild/moderate to extreme cold/heat. Exposure to noise levels ranging from moderate to loud for occasional to frequent time periods and exposure to fumes and other chemicals.

## **Hazards**

Risk of injury from slips or falls from steep roofs, ladders, and scaffolding. Exposure to electric shock hazards. Furniture, playground/office equipment, communicable diseases, chemicals and fumes (as related to specific assignment), and power/hand-operated equipment and machinery (as related to specific assignment).

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## **Examples of Equipment/Supplies Used to Perform Tasks**

District-issued vehicles, air compressors, generators, LPG torches, G X 7 and "D" model spray guns, H-2000 foam application units, Bullard forced air units, Bostisch coil nailers, Dracgin wagons, assorted hand tools, sawzalls, grinders, supplier air breathing apparatuses, etc.

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## **AA/EOE Statement**

The Clark County School District is proud to be an equal opportunity employer. The Clark County School District is committed to providing all applicants and employees equal employment opportunities without regard to race, color, religion, sex, gender identity or expression, sexual orientation, national origin, genetics, disability, age, military status, or other characteristics protected by applicable law. Here at Clark County School District, we are a diverse group of people who honor the differences that drive innovative solutions to meet the needs of our students and employees. We believe that through a culture of inclusivity, we have the power to reflect the community we serve.

## **Job Revision Information**

- Revised: 05/22/23
- Created: 12/01/87