

# Roofer/Sheet Metal Mechanic

## Job Description

### Qualifications:

1. High school diploma or satisfactory completion of the GED test.
2. Physically and mentally alert.
3. Ability to get along with people.
4. Ability to read, write, compute, and communicate.
5. Successful completion of the State Competency Test for Roofer/Sheet Metal Mechanic.

Immediate Supervisor: Supervisor of Maintenance

### Duties and Responsibilities:

1. Must determine condition of roofs and recommend improvements.
2. Must be able to install, repair, fabricate, and maintain roofs, gutters, flashing, and downspouts.
3. Must be fully aware of safety procedures.
4. Must check scaffolds and ladders to determine safety and mark out of bounds areas where work is required in occupied areas.
5. Must secure building against vandals as much as possible with scaffold in place.
6. Must make follow-up inspections to assure bonding and sealing of new or repaired roofs, and clean debris such as leaves, rocks, etc, on roofs.
7. Must plan an annual fall inspection of each roof.
8. Perform such other tasks and assume such other responsibilities as the Superintendent of immediate supervisor may from time to time assign.
9. Reads and interprets blueprints and schematics.
10. Demonstrates use and care of hand tools and equipment.
11. Develops work estimates.
12. Identifies types of roofing decks.
13. Installs shingle roofs.
14. Installs build-up roofing.
15. Installs single-ply roofing.
16. Installs clay tile roofing.
17. Demonstrates safe work habits.
18. Demonstrates appropriate communication skills.
19. Demonstrates appropriate math skills.
20. Demonstrates appropriate understanding of basic science.
21. Demonstrates understanding of procedures and trade safety practices.
22. Reads blueprints.
23. Lays out sheet metal.
24. Fabricates mechanical systems.
25. Fabricates architectural/roofing sheet metal.
26. Fabricates specialty sheet metal.
27. Fabricates food and beverage dispensing equipment.
28. Welds sheet metal.
29. Installs mechanical systems.
30. Installs architectural/roofing sheet metal.