

## **New Leaf Construction, Inc**

### **Job Description for: General/Construction Laborers**

Carpenter laborers perform a variety of tasks involving physical labor on construction sites at projects being undertaken by the Company. May operate hand and power tools of all types, and a variety of other equipment and instruments designed for the construction industry. May clean and prepare sites and assist foremen, carpenters, and others as instructed.

Each New Leaf Construction employee must be consistently energetic, respectful, enthusiastic, and a team player at all times as a condition of employment; maintain cordial and professional relations with our customers; and, observe and enforce safe working rules. Employee will dress and be groomed in a professional manner that represents the company well.

#### **A. POTENTIAL/ESSENTIAL RESPONSIBILITIES:**

- Carefully follow direction(s) from foremen, carpenters, and lead carpenters at all times.
- Operate jackhammers and drills to break up concrete or pavement.
- Place, consolidate, and protect case-in-place concrete or masonry structures.
- Shovel cement and other materials into portable cement mixers; and mix, pour, and spread concrete.
- Assist in loading and unloading trucks of materials and equipment without supervision.
- Tend pumps, compressors, and generators to provide power for tools, machinery, and equipment.
- Set up and take down job site tools daily (power tools, cords, hoses, sawhorses, etc.)
- Lubricate, clean, and repair machinery, equipment, and tools.
- Apply caulking compounds by hand or using caulking guns.
- Assist carpenters to build and position forms for pouring concrete, and dismantle forms after use, using saws, hammers, nails, or bolts.
- Clean and prepare construction sites to eliminate possible hazards.
- Control traffic passing near, in, and around work zones.
- Dig ditches or trenches, backfill excavations, and compact and level earth to grade specifications, using picks, shovels, pneumatic tampers, and rakes.
- Erect and disassemble scaffolding, shoring, braces, traffic barricades, ramps, and other temporary structures.
- Load, unload, move and identify building materials, machinery, and tools, and distribute them to the appropriate locations, according to project plans and specifications.

- Measure, mark, and record openings and distances to assist in lay out of areas where construction work will be performed.
- Prepare and disassemble the jobsite daily; placing tools and equipment on the ground, protecting property, and placing debris in dumpsters or other containers.
- Provide all required assistance to craft workers, such as carpenters.
- Raze parts of buildings and salvage useful materials.
- Learn to read and interpret plans, instructions, and specifications to determine work activities.

**B. KNOWLEDGE, SKILLS AND PHYSICAL ABILITY:**

- **Building and Construction** – Knowledge of materials, methods and the tools involved in the construction or repair of houses, buildings, or other structures.
- **Mechanical** -- Knowledge of construction machines and tools including their designs, uses, repair and maintenance.
- **Engineering and Technology** -- Knowledge of the practical application of engineering science and technology. This includes applying principles, techniques, procedures, and equipment to the design and production of various goods and services.

**SKILLS:**

- **Equipment selection** – Determining the kind of tools and equipment needed to do a job.

**ABILITY:**

The ability to understand and comply with all rules, regulations and requirements contained in the Company’s Employee Manual; other written directives; or, verbal instructions issued by your Supervisor.

- **Static Strength** -- The ability to exert maximum muscle force to lift, push, pull, or carry objects weighing up to 85 lbs.
- **Trunk Strength** – The ability to use your abdominal and lower back muscles to support part of the body repeatedly or continuously over time without “giving out” or fatiguing.
- **Extent Flexibility** -- The ability to bend, stretch, twist, or reach with your body, arms, and/or legs.
- **Stamina** -- The ability to exert yourself physically over long periods of time without getting winded or out of breath.
- **Explosive Strength** -- The ability to use short bursts of muscle force to propel oneself (as in jumping or sprinting), or to throw an object.
- **Manual Dexterity** -- The ability to quickly move your hand, your hand together with your arm, or your two hands to grasp, manipulate, or assemble objects.

**JOB ACTIVITIES:**

- **Performing General Physical Activities** -- Performing physical activities that require considerable use of your arms and legs and moving your whole body, such as climbing, lifting, balancing, walking, stooping, and handling of materials.
- **Controlling Machines and Processes** -- Using either control mechanisms or direct physical activity to operate machines or processes (not including computers or vehicles).
- **Handling and Moving Objects** -- Using hands and arms in handling, installing, positioning, and moving materials, and manipulating things.
- **Monitor Processes, Materials, or Surroundings** -- Monitoring and reviewing information from materials, events, or the environment, to detect or assess problems.
- **Repairing and Maintaining Mechanical Equipment** -- Servicing, repairing, adjusting, and testing machines, devices, moving parts, and equipment that operate primarily on the basis of mechanical (not electronic) principles.
- **Getting Information** -- Observing, receiving, and otherwise obtaining information from all relevant sources.