



Classification Summary

Inspects, diagnoses, plans renovations, performs repairs, and assures safety and soundness of all District building roofs.

Distinguishing Characteristics

Distinguished from the Roofer by additional responsibilities to inspect roofs and determine repair needs, inspect contracted work, and provide roofing specifications to architects.

Supervisory Relationships

1. Reports to the Maintenance Department Supervisor.
2. Provides technical assistance to the Roofer year-round and a crew of Roofing Assistants during the summer season.

Examples of Duties

1. Receive, prioritize and schedule repair and installation work according to severity and urgency of work. Inspect existing roofs, gutters and downspouts and determine required corrective repairs or replacement procedures.
2. Inspect work site, determine materials required for repair; and submit purchase order to supervisor for approval. Consult with architects to provide roofing specifications.
3. Oversee and assist the work of crews; patch leaks, remove existing roofs and re-roof, install adequate drain systems, and measure and install gutters, downspouts, and flashing.
4. Clean, clear drains, detail and perform minor repairs to extend the life span of existing roofs.
5. Inspect work performed by contractors for compliance to legal codes and District specifications.
6. Train and supervise the work of the roofing crew. Devise work schedules and alternative plans in cases of inclement weather.
7. Apply and oversee work crews in observing safety precautions for the roofing process.
8. Maintains regular and prompt attendance.
8. Performs other related duties as assigned.

Required Knowledge, Skills And Abilities

1. Thorough knowledge of roofing procedures, legal codes associated with the roofing trade, and roofing materials, coatings, and equipment.
2. Ability to use hand and power tools such as staple gun, tar pot, mops, air compressor, power snake, skill saw, and hand drill.
3. Ability to assign, direct, supervise and review the work of subordinate personnel.
4. Ability to diagnose roofing problems, compute repair costs, and estimate time required for repair.
5. Ability to read blueprints of roof layouts and designs.
6. Physical ability to perform job requirements.
7. Ability to prioritize importance of roof repair requirements.

Minimum Qualifications For Class Entry

1. Journey level experience in roofing and the diagnosis and repair of roofs.
2. Possession of a valid State of Oregon driver's license

Work Environment

Work is performed outdoors in all types of weather and may require lifting of heavy objects, climbing, and working in awkward or tiring positions. Incumbents may be exposed to risk of injury from the handling of hot tar.

Incumbents may be required to perform emergency repairs during evening or weekend hours.