FRESNO UNIFIED SCHOOL DISTRICT  
Position Description

TITLE: Lead Roofer  
DEPARTMENT: Maintenance  
FLSA: Non-Exempt  
BOARD APPROVAL: 
REPORTS TO: Building Trades Supervisor  
CLASSIFICATION: Classified  
WORK YEAR: 261 Days  
SALARY: Crafts Salary Schedule/90% Union Scale

BASIC FUNCTION:

Perform duties as working supervisor of a crew of one or two other roofers or laborers to install, patch, repair and maintain roofing systems as required.

REPRESENTATIVE DUTIES:

Direct and assist with the work of assigned roofers or laborers. E

Recommend roofing materials and methods to be used for re-roofing or installing new roofing systems. E

Review contract work for compliance with District standards as directed. E

Plan and implement a preventive maintenance program for various roofing systems. E

Prepare estimates and establish priorities for completion of five-year Deferred Maintenance roofing needs. E

Apply roofing materials using hot or cold application; place flashings; spread gravel. E

Repair or replace gutters, down-spouts and other roof projections. E

Apply composition shingles. E

Repair and replace rubber mats and non-skid materials on ramps. E

Erect necessary equipment and hoisting materials to accomplish tasks. E

Estimate necessary materials and submit requisitions. E

Maintain records of time and materials used. E

Perform related duties as assigned.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: graduation from high school and five years of recent journey-level experience in the roofing trade and one years in a lead or supervisory role.

LICENSES AND OTHER REQUIREMENTS:

Valid Class 3 California driver’s license; proof of satisfactory completion of a recognized apprenticeship program or equivalent.

May 1996  
Classification/Compensation Study
KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:
Methods, materials, tools and equipment used to install and repair the various roofing systems that are commonly found within the District.

ABILITY TO:
Skillfully use the tools and materials of the roofing trade.
Lay out work and estimate time, tools and materials needed.
Follow written and oral instructions.
Work from plans and specifications.
Maintain simple records.
Maintain cooperative working relationships with others.
Coordinate and direct the work of others.

WORKING CONDITIONS:

ENVIRONMENT:
Indoor and outdoor environment; driving a vehicle to conduct work; seasonal heat and cold or adverse weather conditions.

PHYSICAL ABILITIES:
Climbing ladders and working from heights; hearing and speaking to exchange information and provide work direction to others; walking over rough or uneven surfaces; kneeling or crouching; dexterity of hands and fingers to operate various tools and equipment; seeing to perform roofing tasks; lifting heavy objects; reaching overhead, above the shoulders and horizontally.

HAZARDS:
Working on ladders; working at heights.

APPROVALS:

Deberie L. Gomez, Associate Superintendent
Division of Human Resources

Charles E. McCully
Superintendent

8/5/96
8/5/96

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