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## JOB ANNOUNCEMENT

April 28, 2017

**Positions:** LABORER

**Community:** Sand Point

**Posting Ends:** Open until filled

## JOB DESCRIPTION

|                        |  |
|------------------------|--|
| <b>POSITION TITLE:</b> | Laborer  |
| <b>REPORTS TO:</b>     | Lead Carpenter/Project Manager   |
| <b>STATUS:</b>         | Non-Exempt / Temporary-Term <sup>1</sup> : Employee is classified as Temporary, Force Account Labor EEO <sup>2</sup> |

### POSITION SUMMARY:

Performs any combination of the following duties on construction projects, usually working in a utility capacity, transferring from one task to another where demands require a worker with varied experience and ability to work without close supervision: Measures distances from grade stakes, drives stakes, and stretches tight line; Levels earth to fine grade specifications, using pick and shovel; Positions, joins, aligns, and seals pipe sections; Erects cribbing, and braces; Applies caulking compounds by hand or with caulking gun to seal crevices; Grinds, sands, or polishes surfaces, for example metal, or wood beams, flooring, using abrasive tools or machines; Assist in jacking and lowering during house raising operations; Paint structures and repair plumbing; Able to perform a variety of tasks involving dexterous use of hands and tools, for example; demolishing building foundations, sawing lumber, dismantling forms, erecting steel foundation systems, and cutting and attaching insulating material; Must be familiar with carpentry and able to use hand tools and power tools safely and must be able to read a tape measure effectively; Perform weatherization work activities to reduce energy consumption.

Work is usually performed with other workers.

### ESSENTIAL FUNCTIONS:

- To complete job activities as directed by the lead carpenter.
- The ability to lift 50 pounds without difficulty is required.

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<sup>1</sup> **Term:** Employees appointed to complete or assist with a particular project and then be terminated.

<sup>2</sup> **Per AHA Policies 1.2 Equal Employment Opportunities:** AHA affords applicants and employees the right to equal employment opportunities. In accordance with this provision, hiring and personnel decisions will be made without regard to race, religion, color, national origin, age, physical or mental disability, sex, marital status, changes in marital status, pregnancy, or parenthood when the reasonable demands of the position do not require distinction on the basis of age, physical or mental disability, sex, marital status, change in marital status, pregnancy, or parenthood except when allowed by law as set forth below. See Indian Preference in Hiring (Pg. 2, Sec. 3). **PER AHA Policies: 1.3 American Indian/Alaska Native Preference in Hiring:** To the greatest extent feasible and as permitted by law, or funding source, AHA affords preference in hiring to qualified and appropriate applicants recognized as being Alaska Native or American Indian, as evidenced by a Certificate of Indian Blood. All applicants, regardless of race, are evaluated against the requirements and qualifications for the position. The most appropriate applicant, regardless of race, as determined by the Executive Director or their designee, shall be selected for each vacant position.

**KNOWLEDGE AND SKILLS:**

Experience in the construction industry preferred.

**OTHER REQUIREMENTS:**

A current printout from DMV of employees' driving record and Alaska Driver's License is mandatory if employee is required to hold a driver's license for the particular job.

Mandatory drug and alcohol screening is required prior to hiring and random screening may be performed during employment. **Employee must follow directions and construction plans.** Participation in continued education and training both provided by AHA and not provided by AHA, whenever possible.

**WORKING CONDITIONS:**

The preceding job description has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees assigned to this job. Aleutian Housing Authority reserves the right to revise this Job Description at any time. This Job Description is not a contract for employment. Therefore, either you or Aleutian Housing Authority may terminate the employment relationship at any time, for any reason, with or without notice, with or without cause.

**The Aleutian Housing Authority maintains a drug free workplace.**

Please email [isabel.velez@ahaak.org](mailto:isabel.velez@ahaak.org) your application/resume. AHA's employment application is available on our website at <http://www.ahaak.org/Jobs.html>