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BURBANK UNIFIED SCHOOL DISTRICT

CLASS TITLE: ROOF REPAIR TECHNICIAN

BASIC FUNCTION:

Under the direction of an assigned supervisor, perform journey-level work in the installation, maintenance, and repair of roofs throughout the district.

REPRESENTATIVE DUTIES:

Inspect, repair, install, and maintain roofing systems District-Wide, including general maintenance (e.g., repaint flashing, replace ceiling tiles, move or replace gravel, repair worn areas; repair parapet walls).

Perform routine preventative maintenance and condition surveys.

Repair and replace roof coverings such as composition shingles, tile, and single ply.

Repair and replace waterproofing systems.

Perform carpentry and sheet metal work, as needed, in connection with roofing and waterproofing duties.

Clean drains, gutters, and roof surfaces.

Install and repair rain gutters and downspouts.

Install new roof curbs, HVAC systems and roof jacks for penetrations needed through roofs.

Locate and repair leaks in and around roof, skylights, roof top units, duct work, etc.

Replace damaged sections on roofs with permanent repairs or temporarily seal large damaged areas until contractor can be arranged.

Assist with inspection and oversight of contracted re-roofing work.

Communicate with Trades Manager on the condition of roofs and evaluate re-roofing priorities.

Respond to roof related emergencies.

Operate various equipment such as saws, planers, shapers, jointers, sanders, hand saws and other wood working machinery; maintain and service tools and equipment.

Observe and comply with Federal, State and local building, health and safety codes and regulations under the direction of an assigned supervisor.

Maintain routine records related to work and assignments.

Operate a District vehicle to conduct work.

Perform other duties as assigned related to the job description.

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KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

- Ability to read and write and perform basic mathematical calculations.
- Thorough knowledge of roofing materials and equipment used (e.g., air compressors, nail guns, saws, and other tools of the trade).
- Ability to read and follow blueprints and drawings.
- Ability to work independently with minimal supervision and as part of a team, manage multiple tasks, and adjust priorities as necessary.
- Applicable building code, health and safety regulations.
- Technical aspects of field of specialty.
- Proper methods of storing equipment, materials and supplies.
- Basic record-keeping techniques.

ABILITY TO:

- Perform skilled work in the repair, maintenance, and installation of roofing systems
- Install ceiling tiles.
- Work from blueprints, rough drawings and sketches.
- Work independently with little direction.
- Maintain routine records.
- Plan and organize work.
- Analyze situations accurately and adopt an effective course of action.
- Lift and move objects weighing up to 50 pounds using safe and proper methods and/or equipment.
- Operate a variety of tools and machinery utilized in the roofing trade.
- Observe and implement legal and defensive driving practices.
- Work cooperatively and effectively with others.
- Complete assignments in an efficient and timely manner.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: sufficient training and experience to demonstrate journey-level skill in the roofing trade.

LICENSES AND OTHER REQUIREMENTS:

Possession of a valid driver license required.

WORKING CONDITIONS:

- Work includes indoor and outdoor environment; subject to adverse weather conditions, lifting and climbing.
- Ability to work in confined spaces.
- Subject to exposure to communicable diseases.