



April 19, 2018

JOB ANNOUNCEMENT

**FULL-TIME
CONSTRUCTION CREW**

Okanogan County Community Action Council, an innovative, team-oriented, and progressive rural community-building organization, is seeking a regular full-time, up to 40 hour a week Construction Crew member to assist with Housing construction projects. We are seeking an experienced, highly motivated person with construction skills, and excellent people skills to help coordinate weatherization and home repair/rehabilitation projects of the agency. Successful candidate will work in partnership with the Construction Coordinator and/or the Housing Construction Leader to assure grant and code requirements.

QUALIFICATIONS: Strong experience in the construction trades with a focus on weatherization skills and home rehab, understanding of basic energy principals, demonstrated construction skills and experience, knowledge of current safety regulations, ability to meet minimum physical requirements of the job and valid Washington State driver's license. Bilingual (English/Spanish) ability a plus. Experience with energy audits a plus.

Job Location: 424 S. 2nd. Ave., Okanogan, WA

Salary Range: \$12.00 - \$19.00 per hour, Dependent upon Experience

Closing Date: 3:00 PM, on Thursday, May 3, 2018; or until filled.

How to Apply: www.occac.com Click the "About Us" tab at the top of the page. Then select the Employment link below. You can download the application and submit your Application & Resume via person, mail, or email to:

OCCAC - Attn: Connie
P.O. Box 1067
Okanogan, WA 98840
connien@occac.com

(509) 422-4041
1-877-641-0101
FAX (509) 826-7339

EEOC/AA Employer

JOB DESCRIPTION

CONSTRUCTION CREW

NON-EXEMPT

The Construction Crew member will work as a member of the Housing Team. This position will be responsible for the installation of energy conservation measures, home weatherization and some repair activities.

The Construction Crew member will have a general knowledge of all construction program requirements and will work with the Construction Coordinator to ensure grant and code requirements.

The Construction Crew member is supervised by and accountable to the Housing Construction Leader, and under the tutelage of the Construction Coordinator.

DUTIES & RESPONSIBILITIES

- Have a general knowledge of construction program requirements.
- Be courteous to families in all interactions in their homes.
- Be able to inform and explain to family members measures to be performed.
- Assist in training and coordinating family member contributions.
- Be knowledgeable of and able to explain maintenance of home energy systems, appliances as well as energy saving measures and techniques.
- Be able to follow Scope of Work and document any variances.
- Work to master Construction Crew Training Plan and attend training as recommended by Housing Construction Leader.
- Perform weatherization and repair/rehab activities including on-site problem solving and clean up.
- Work in accordance with safety regulations as identified in State's Health & Safety Plan. Act responsibly for your safety, the safety of coworkers and the client.
- Perform work in conformance to general and specific safety requirements as related to tools, materials and potentially toxic substances.
- Accurately record labor hours and materials (inventory and invoices), mileage, tool rentals, etc., to projects on a daily basis.
- Provide information and documentation needed to ensure building projects are carried out in a professional manner according to code and contract compliance.
- Be familiar with all project file documentation forms.
- Be able to understand, interpret and knowledgeable of all project file documentation forms, including items that need client sign off.
- Maintain tools, equipment, and vehicles.
- Maintain accurate material and tool inventory.
- Perform miscellaneous duties as assigned by Construction Coordinator and/or Housing Construction Leader.

DESIRABLE QUALIFICATIONS

- Ability to work on a Team & independently
- Basic Computer Skills
- Construction skills and experience
- Problem solving abilities
- Ability to read and communicate in English

- Bi-lingual (English/Spanish) desired
- Willingness & ability to travel on agency business
- Valid Washington Auto Insurance coverage
- Valid Washington State driver's license with acceptable driving record
- Valid CPR & First Aid certifications desired

PHYSICAL DEMANDS/ REQUIREMENTS ON THE JOB

This position requires willingness and:

- Ability to lift 50 pounds repetitively
- Ability to climb and crawl into attics and under floors
- Ability to work on roofs and in other situations with anti-fall restraint
- Ability to work with fiberglass and/or cellulose insulation
- Ability to work in cramped and dirty spaces for extended periods of time
- Ability to work with a half mask respirator