

JOB DESCRIPTION

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| Position Title: HMR Field Technician | Date Revised: 05/2022 |
| FLSA Status: Non-Exempt | Reports To: Director of Home Modification and Repair |
| Salary Range: \$22 - \$24/hour DOE | |

JOB SUMMARY:

Established, local, non-profit organization meets housing needs for low-income, senior, and disabled residents of the Denver/Front Range regions. Brothers Redevelopment Inc. is seeking a full-time lead field technician employee committed to serving local existing housing rehabilitation needs. Brothers Redevelopment provides a variety of residential home repair services including, accessible bathroom modification, wheelchair ramp construction, door widening, grab bars, and aging home/safety related home repair projects.

ESSENTIAL JOB DUTIES & RESPONSIBILITIES:

- Position will begin with 90-day trial period and performance review to determine suitability for permanent employment.
- Residential remodeling/construction skills to include
 - tile setting, vinyl flooring, framing, welding, door/window installation, finish plumbing, minor rough plumbing, drywall install/finish, and painting.

Because we work with a vulnerable population and provide a company truck, all qualified applicants must possess a clean background check, a clean driving record, and a valid driver's license.

COMPETENCIES:

- Ability to communicate effectively, both in writing and orally.
- Ability to establish and maintain effective working relationships with vendors and employees at all levels throughout the organization.
- Must be able to follow directions, provide excellent customer service, display respect and professionalism always.
- Must be able to work independently or as part of a team when required.
- Attention to detail and sound judgement.
- Physical: Must be able to lift up to 75 pounds, walk up and down stairs, climb ladders stand, sit, lay for extended periods of time.
- Equipment: Must be able to use tools of the trade, additionally handle general office equipment (fax, computer, copier) and mobile phone.

To perform the job successfully, an individual should demonstrate the following competencies:

- **Attendance/Punctuality-** Is consistently at work and on time; Arrives at meetings and appointments on time.

- **Dependability**- Follows instructions, responds to management direction; Takes responsibility for own actions; Keeps commitments; Completes tasks on time or notifies appropriate person with an alternate plan.
- **Safety and Security**- Observes safety and security procedures; Determines appropriate action beyond guidelines; Reports potentially unsafe conditions; Uses equipment and materials properly.

REQUIRED EDUCATION AND EXPERIENCE:

- High School Diploma or equivalent.
- Minimum age 18.
- Minimum of 1-2 years of experience working in the home renovations.
- Problem solving and decision-making ability.
- Knowledge of proper use of equipment, materials, and supplies used on construction projects.
- Proven commitment to Safety.
- Must hold a valid driver’s license with a clean driving record, insurance, and reliable transportation.
- Must possess a clean background check.
- Must enjoy working both indoors and outdoors.

MENTAL DEMANDS:

- Most of the duties are varied and regularly require analysis, comprehension, or limited judgment and discretion. Some of the duties may not conform to standard practices requiring the use of the analysis and interpretation to resolve problems.
- Requires the use of mathematical skills.
- Requires continuous concentration, alertness, and attention to detail.

WORK ENVIRONMENT AND CONDITIONS, PHYSICAL REQUIREMENTS NECESSARY TO PERFORM THE JOB:

- Ability to adequately traverse a residential job site (i.e., climbing, lifting, carrying a minimum of 75lbs., and other similar activities as required).
- Ability to safely use residential construction power tools.
- Ability to safely operate a company construction vehicle (pickup truck or similar).
- Ability to work in exterior environment during a variety of weather conditions.
- Proof of COVID-19 vaccination is required for employment.

This position has regular verbal and written contact with administrative personnel, middle, and senior management. The nature of these communications ranges from a routine exchange of information to a process of securing information and/or responding to inquiries where explanation and discussion may be required using judgment.

Vision and Hearing:

Must be able to clearly see the computer monitor with or without corrected vision. Must be able to judge or distinguish distance and space relationships. Must be able to hear within a normal range with or without a hearing device.

ADDITIONAL INFORMATION:

This job description in no way states or implies that these are the only duties to be performed by the employee filling this position. Employee will be required to follow any other job-related instructions and to perform any other job-related duties requested by management. Management has the right to add to, revise, or delete information in this job description. Reasonable accommodation will be made to enable qualified individuals with disabilities to perform the essential functions of this position.

This document does not create an employment contract, implied or otherwise, other than an “at will” employment relationship.

Employee’s Signature

Date

Employee’s Printed Name