

Construction Laborer Common Ground Construction

Department: Common Ground Construction **Reports to:** Construction Project Manager
Weekly Hours: 40 **Exempt/Non-exempt:** Non-exempt
Date Reviewed: February 2025
Reviewed By: Housing Development and Construction Director

Position Overview:

The Construction Laborer is an employee of Common Ground Construction, a premier social enterprise construction company, a subsidiary of One Roof Community Housing. The Construction Laborer assists Carpenters with all aspects of construction work.

Principal Duties and Responsibilities

- Serve as a member of the construction crew on work sites.
 - Assist with preparation of the work site for construction activities.
 - Review scope of work with the Carpenter to determine needed materials and tools.
 - Pick up and deliver materials and tools as needed.
 - Perform construction work including, but not limited to, demolition, insulating and air sealing, window installation, drywall installation, finish carpentry, landscaping, etc.
- Complete administrative responsibilities for projects including processing of receipts.

Supervision Received: The Construction Laborer is supervised by the Common Ground Project Manager who assigns the Laborer to job sites and reviews performance. Carpenters will coordinate specific construction tasks.

Supervision Exercised: None.

Required Qualifications & Skills:

Education, credentials, and experience:

- High School diploma or equivalent.
- Valid driver's license with good driving record.

Knowledge, Skills, Abilities and Competencies:

- **Attention to Detail:** Ensures information is complete and accurate and follows up to ensure that agreements and commitments have been fulfilled.
- **Equipment Operation and Maintenance:** Safely operates and maintains heavy machinery, power tools, company vehicles and other construction equipment according to the employee handbook.
- **Continuous Learning:** Actively seeks new ways to grow and be challenged using both formal and informal development channels.
- **Intercultural Competence:** The ability to function effectively across cultures, to think and act appropriately, and to communicate and work with people from different cultural backgrounds.

Preferred Qualifications & Skills:

Education, credentials, and experience:

- Associate or bachelor's degree in a trade, construction or construction management.
- Previous experience in the construction field.

Knowledge, Skills, Abilities and Competencies:

- **Adaptability:** Readily considers new approaches and adapts quickly to change.
- **Communication:** Delivers clear, effective communication and takes responsibility for understanding others.
- **Initiative:** Identifies opportunities and issues and proactively acts and follows through on work activities to capitalize or resolve them.

Physical requirements and work environment

- Medium work that includes moving objects up to 50 pounds in all directions on an occasional basis.
- Regularly walk and climb on uneven surfaces, ladders, and stairs.
- The work is performed on construction work sites with frequent exposure to dirt, dust, dampness, construction debris, extreme temperatures, construction noises, fumes and odors from construction materials.

Hours of work and required travel

- Core business hours are Monday-Friday between 07:30 a.m. – 04:00 p.m.
- Regular travel within the greater Duluth area for construction/renovation site work.
- Access to reliable transportation and personal auto insurance..

Tools and equipment used

- Basic Proficiency in MS Office, email and use of the Internet.
- Operate hand/or power tools.