

Name	Supervisor / Reports To	Division/Department
	Salesman/Project Manager	Gutters
Job Title	Shift	Date Written
Rain Gutter Journeyman	Day	
General Description		
A journeyman who can install gutters for residential and commercial jobs in all weather conditions. The individual will need to lift/carry objects while using ladders, read and assess technical drawings, fabricate and install sheet metal for specific installs (fascia, flashing, snow break). The ability to lead a project by managing the crew, materials, and quality work by communicating needs with the project		
Essential Duties		
<ul style="list-style-type: none"><li>• Ensure all building &amp; safety codes and state/local regulations are met</li><li>• Training and evaluating apprentices</li><li>• Estimates materials and labor for additional onsite sales</li><li>• Operates equipment, such as 5" and 6" gutter machine, forklift, etc.</li><li>• Install new seamless rain gutters, flashing, heat cable, gutter cover</li><li>• Tune the gutter machines</li><li>• Ability to use power tools and cut materials safely</li><li>• Tear off, repair and clean rain gutters</li><li>• Communicate with customers regarding the service being performed</li><li>• Finishing appropriate paperwork depending on task/tasks</li><li>• Understands the variety of ways to install flashing</li><li>• Experience installing the different types of gutters: K style, half round, copper</li><li>• Maintains excellent install technique for more complex installs</li><li>• Train and give feedback to apprentices</li></ul>		
Purpose		
To install seamless gutters efficiently while maintaining quality and superior customer service. To continue the growth of the company and co-workers.		
Minimum Requirements		
<ul style="list-style-type: none"><li>• Ability to see the full color spectrum</li><li>• 1-3 years of excellent work experience</li><li>• Proven organized leadership qualities and communication skills</li><li>• Able to read blueprints and perform take offs</li><li>• Goal-oriented, manages time efficiently, and able to prioritize</li><li>• Self-motivated and self-directed</li><li>• Knowledge of local, state, and federal building code regulations</li><li>• Willing to work in inclement weather</li><li>• Lift heavy objects up to 60lbs and okay with heights 2 stories or more</li></ul>		

I have reviewed this job description and understand these are the tasks I will be expected to perform.

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Employee Signature

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Date