

Revised 8/28/20

1.0 INTRODUCTION

- 1.1 The purpose of this job description is to establish and define the functional role, requirements, reporting relationships, authority, duties and responsibilities, and measurements of performance of the Drywall Hanger/Finisher of Appletech Design & Construction.

2.0 FUNCTIONAL ROLE

- 2.1 The primary function of the Drywall Hanger/Finisher is to work as part of the crew in completing a construction project in a timely manner with good quality. Additionally, our Drywall Hanger/Finisher must be well versed in all the necessary elements of the construction project assigned.

3.0 REQUIREMENTS

- 3.1 Education
Preferred: High School diploma or GED equivalent
- 3.2 Experience
Required: Two or more years drywall hanging and finishing experience.
- 3.3 Skill, Knowledge, Abilities
Thorough knowledge of materials, methods, and the tools involved in Drywall installation and finishing. Thorough operating knowledge of all Drywall Hanger/Finisher hand tools and power tools, including their uses, repair and maintenance. Ability to communicate well with both management and crew. Ability to work with crew to successfully complete project. Ability to get along with people. Ability to read blueprints and do material take-offs.
- 3.4 Mental
Problem-solving skills and common sense. Ability to follow verbal and written instructions. Ability to take measurements and make calculations.
- 3.5 Physical
Body positions used occasionally: Climbing, standing, sitting, walking, reaching, bending, balancing, squatting and kneeling. Vision: Sufficiently corrected vision for reading written documentation. Must be able to hear adequately with correction. Able to lift and move up to 100 pounds occasionally. Use of hands and arms in handling, installing, positioning and moving materials and manipulating things.
- 3.6 Working Conditions
Work occurs primarily in on-site environment and may be indoors or outdoors. May sometimes involve heights, exposure to hot or cold weather, loud noises, dust and fumes.
- 3.7 Drivers License —Must be approved to drive company truck and have current driver's license to drive personal vehicle on company business.

- 3.8 Successfully complete a drug test, physical capacity test, and background check. Individual **MUST** be able to work on Ft. Riley.

4.0 REPORTING RELATIONSHIPS

- 4.1 Drywall Hanger/Finisher reports to Commercial Working Foreman.
- 4.2 Drywall Hanger/Finisher helps/leads Laborers.

5.0 AUTHORITY

1. He/she is subject to the limitations issued by the Working Foreman, the company's Employee Handbook, any contractual agreements with the customer, company safety and OSHA requirements, and good management practices.

6. DUTIES AND RESPONSIBILITIES

- 6.1 Help complete project on time, within budget and help ensure job quality.
- 6.2 Construct, erect, install and repair structures and fixtures, using Drywall Hanger/Finisher's handtools and power tools.
- 6.3 Primary duties are to hang and finish drywall. However, may assist with other commercial duties (metal stud framing, insulation, and acoustical ceilings) when needed.
- 6.4 Clean work areas and equipment to maintain a clean and safe jobsite.
- 6.5 Follow local building codes.
- 6.6 Follow blueprint and building's plan requirements
- 6.7 Work in a productive and efficient manner.
- 6.8 Assist with training of Laborers to improve their skills.
- 6.9 Maintain a positive working relationship with co-worker, management, customer, subcontractor, and inspector.
- 6.10 Complete timecard daily.
- 6.11 Maintain and secure tools and equipment.
- 6.12 Any other duties as requested or as appropriate.

7.0 MEASURES OF PERFORMANCE

- 7.1 Work in a safe manner, follow OSHA and company safety policies and wears appropriate safety equipment.
- 7.2 Follows employee policies and procedures.

- 7.3 Help crew complete projects within the scheduled time frame.
- 7.4 Work in a productive and efficient manner.
- 7.5 Tools and equipment properly maintained and secured.
- 7.6 Team player.
- 7.7 Reports to work on time. Notifies Foreman when late or absent.

8.0 ACKNOWLEDGMENTS

I have reviewed and understand the above job description and believe it to be accurate and complete. I also understand the Project Manager or President have the right to change this description at any time.

Drywall Hanger/Finisher

Date

Appletech Design & Construction Representative

Date