

~JOB ANNOUNCEMENT~

Title: **Construction Worker**

Location: Lac du Flambeau Chippewa Housing Authority

Pay Range: 40 hrs. per week (Based on Experience and/or Qualifications)

Fringe Benefits: Health, Dental, Optical, Life, AD&D, ST/LT Disability & 401K after 90-day probationary period.

Supervisor: Construction Manager

Requirement: Mandatory Drug Test, Random thereafter

APPLICATION (WITH RESUME OPTIONAL) DEADLINE DATE:

To CHA In-Person: 09/23/2024 - Post until filled

BY Mail/USPS: 09/23/2024 - Post until filled

Applicants will be notified of interviews after the application deadline.

Job Summary:

The Construction worker is held responsible and accountable to perform semi-skilled and skilled work in general labor, construction, carpentry, and mechanical repairs of single-family housing units and multi-family apartment buildings. This includes the responsibility of quality workmanship to keep all housing units of the LDF-CHA properties and grounds in decent, safe and sanitary condition and correct any condition that may lead to harm, injury or accident involving residents, co-workers and the general public. All work performed is to be done in accordance with Lac du Flambeau Tribal Codes, Uniform Building Codes and other applicable regulations.

Job Duties and Responsibilities:

- Perform construction worker duties in an efficient and timely manner & submit a completed written work order description form daily to the Construction Manager Clerical Assistant.
- Follow all CHA Personnel Policies and Procedures.

- Perform decontamination/remediation procedures utilizing proper PPE, containment methods for removal, proper disposal, cleaning and sanitizing of contaminants from units such as mold, sewage and other substances as needed.
- Perform construction duties to include: repairs and installation of concrete footings, porches, stairs, hand & guard rails, handicap ramps & other accessories, sidewalks, landscaping, framing, roofing, windows, siding, insulation, drywall, painting, moldings/trim work, interior and exterior doors & hardware, cabinets & countertops, and all other duties associated with repairs or new construction of housing units.
- Perform minor repair or replacement of electrical items such as wiring, switches, receptacles, light fixtures, ventilation controls, smoke alarms, circuit breakers, fuses and other components as needed.
- Install appliances and mechanical equipment such as ranges, refrigerators, sump pumps, exhaust fans, HVAC repair, replacement & cleaning.
- Perform minor plumbing repairs and replacements including: tub and shower units, sinks, faucets, toilets, water supply lines, drain, waste and vent systems, locate and dig up septic systems and other items when required.
- Responsible to check punch list items upon completing construction activities of units before tenant occupancy.
- Participate in rotating schedule for nightline/emergency coverage after normal work hours, holidays and weekends.
- Responsible to receive instructional classes for First Aid, CPR, and OSHA 10 which must be completed during the 90day probationary period.
- Ensure safety of self and co-workers while following all work safety rules and policies;
- Maintain and ensure the safety and proper use of all LDF-CHA vehicles, equipment and tools;
- Follow the inventory system procedure for LDF-CHA materials, equipment and tools;
- Perform manual snow removal, shoveling of roofs and sidewalks.
- Attend required meetings and participate in any job-related training(s) as assigned;
- Perform other related construction/rehab duties and responsibilities as assigned;

Working knowledge, skills and abilities:

- Semi-skilled and skilled in all areas of the housing structure including rough carpentry, finish carpentry, roofing, exterior finishing, minor plumbing, electrical and HVAC components.
- Working knowledge of LDF-CHA Tribal Housing & Uniform Building Codes.
- Communicate positively and effectively with assisting LDF-CHA residents in understanding construction and maintenance activities of the unit;
- Communicate positively and effectively with LDF-CHA staff personnel;
- Working knowledge and experience of cultural, social and community environment of the LDF Chippewa Tribe
- Demonstrated organizational, time management and prioritization skills;
- Ability to lift and carry 90 pounds such as heavy construction materials, supplies, equipment and tools;
- Ability to maintain complete confidentiality of all LDF-CHA tenants, employee's and other matters of the LDF-CHA business operation;
- Ability to work independently in high stress situations; and
- Ability to interact positively with the public and employees.

Job Qualifications:

- Native American preference applies
- Technical college certificate or minimum of 3 years work experience in a related field of residential construction.
- Must have own tools (List supplied & annual tool allowance provided by LDF-CHA).
- **Must have valid driver's license, liability insurance and own means of transportation for self, required tools, minimal equipment & materials to and from work sites.**
- Successfully complete a background check.
- Participate in mandatory drug testing program.

Submit applications to: **Chippewa Housing Authority**
Attn: HR Department
P.O. Box 187, 554 Chicog Street
Lac du Flambeau, WI 54538