

# Concrete Labourer

## Job Description

The Concrete Labourer will perform many tasks that require physical labour on construction sites in all types of weather.

You will be required to clean and prepare sites, set braces to support form work, lay mesh and clean up rubble and debris. In addition, you will position and secrete steel bars or mesh in concrete forms to reinforce concrete through a variety of fasteners and hand tools.

The Concrete Labourer will assist other craft workers and take instructions when required as well. This position will learn their trade through on-the-job training.

### Responsibilities

#### Safety

- Taking care of your own health and safety, and that of others
- Not putting anyone at risk through what you do, or neglect to do
- Cooperating with your employer and those your work with, to comply with health and safety laws and regulations
- Participate in training offered by your employer
- Follow safety procedures and instructions
- Handling machinery, equipment and substances in line with training
- Reporting any medications that make you feel drowsy, affecting your ability to operate machinery
- Not deliberately interfering or misusing equipment or safety measures
- Not being under the influence of an intoxicant that could affect your ability to work safely
- Report any shortcomings in, or concerns about, health and safety arrangements
- Report any defects in machinery, equipment, or working systems that present danger.
- Maintain industry vehicles and material handling equipment in safe and good working condition
- Execute daily work instructions received from Supervisor in a timely manner.
- Work effectively to meet or exceed productivity goals while maintaining high quality standards.
- Maintain the work area clean, safe, and organized.
- Assist in waste disposal and recycling activities.
- Manage housekeeping activities when requested.

#### Concrete Labourer Responsibilities:

- Setting up the forms.
- Pouring concrete.
- Using wire mesh to reinforce the concrete.
- Spreading and smoothing concrete.
- Moulding expansion joints and edges.
- Monitoring the material to ensure it hardens to a durable finish.
- Applying waterproofing and sealant to protect the concrete work

- May operate hand and power tools of all types: Tying tools, concrete saws, surveying, measuring equipment & small equipment

### **Skills, Abilities, and Knowledge**

- **Safety Oriented** – Complete understanding of regulatory and company safety requirements.
- **Equipment Selection** – Determining the kind of tools and equipment needed to do a job.
- **Active Listening** – Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times. Comprehends and listens efficiently.
- **Active Learning** – Understanding the implications of new information for both current and future problems.
- **Monitoring** – Monitoring/Assessing performance of yourself, other individuals, or organizations to make improvements or take corrective action.
- **Team player** – Gets along well with others.
- **Motivation and Sense of Urgency** – Highly driven personality to focus on getting the job done.
- Ability to be flexible and change gears at a moment's notice.
- Able to fully be present during the work hours with no outside distractions, i.e. nonemergency personal phone calls.
- Honest and forthright character.
- Good communication skills.
- Organized, detailed, and clean up oriented.
- **Punctuality, be there every day, be prepared and mentally present**
  - Be on time and at work every day except for scheduled vacations, scheduled days off, or emergencies.
  - Know all company procedures and policies
- **Attitude, integrity, honesty, and trust**
  - Keep a positive attitude and be able to work well with others.
- **Productivity**
  - Make good use of any down time
  - Problem solve when needed
- **Customer satisfaction, quality, attention to detail, thorough**
  - Look and understand the big picture on any job.
  - Work safely
  - Keep jobsite, trucks, and equipment CLEAN

### **Day to day responsibilities**

– as directed by the Line Manager to assist with site storage, lifting, fetching supplies, unload and check deliveries

– assisting to identify hazards, defects and the need for adjustment or repair

– liaising with line manager and other site workers and performing jobs as and when they are required, in accordance with contract/agreed requirements and within agreed time limits

- working using your own initiative within agreed roles – do not wait to be asked!
- ensure compliance to agreed codes, legislation, and procedures including health and safety
- maintain accurate worksheets and records/documentation associated with your work
- report to Line Manager
- immediately report problems/failures that may impact on the organisation and/or its clients/customers, or which you think may affect health and safety, to the Line Manager
- meet your targets and contribute to those of the team as a whole
- contribute towards the smooth running of the team
- adhere to all organisation policies and procedures, including those relating to hygiene, respect for other team members, time keeping and flexibility

### **Physical Requirements**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- The employee is required to demonstrate full range of motion with neck, arms, shoulders, hands, torso, legs, and feet.
- The employee is regularly required to talk or hear.
- Employee is required to regularly lift, carry, push, and pull materials and tools up to 25kg.

Equipment for aiding with these duties will be provided where necessary

### **Work Environment**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

- Work is accomplished both during indoor and outdoor conditions and in all types of weather conditions/environments. All employees will be protected from extreme weather conditions and any necessary gear such as raincoats will be provided to protect the physical well-being of the employees.
- The employee will be exposed to and working near moving mechanical parts and equipment
- Constant and proper use of personal protective equipment is required and will be provided by the Company (i.e. hard hat, safety vest, safety glasses, safety boots and safety gloves).
- If additional personal protective equipment is required for specific projects the Company will also provide harnesses, respirators, face shields, ear plugs, etc.

From time to time, you may be expected to be part of special projects as are reasonably required of your job role.

You are responsible for your allocated workload and must meet all targets as agreed with your Line Manager. You must contribute towards the smooth running of the organisation generally.

**\*You must assist with the training and onboarding of new employees in all aspects of the role to ensure a smooth integration onto the team\***

**\*Please note this list is not exhaustive and from time to time you may be required to carry out ad hoc duties to fulfil your role as a concrete labourer.**