



**POSITION TITLE:** CONCRETE JOURNEYMEN/FINISHER

**DEPARTMENT:** Concrete

**REPORTS TO:** Foreman

**SUPERVISES:** Laborers/Apprentices

#### **JOB DISCRPTIONS:**

Layout, setup, strip and maintain form work, place reinforcing materials, place and finish concrete. Maintain and operate shop equipment and tools, performing quality work, as quickly and efficiently as possible. Sell the company at all times.

#### **ESSENTIAL FUNCTIONS:**

- Complete daily functions at the direction of the Foreman and or Sub. Foreman
  1. Layout, setup, strip and maintain formwork
  2. Cut and place reinforcement material
  3. Place and finish concrete
  4. Maintain and care for all shop tools, machines and equipment
  5. Suggest any additional repairs or services needed to Service Manager/or Foreman
  6. Keep accurate, easy-to-read records of work performed
  7. Train Labors/Apprentices
  8. Continually motivate Laborers/Apprentices
  9. Monitor and review safety procedures with Laborers/Apprentices
- Hold accountability of job duties
- Help maintain cleanliness, neatness and safety of buildings, trucks, trailers and job sites
- Stay current with technical changes, continuing education in vocational seminars

#### **NON-ESSENTIAL FUNCTIONS:**

- Attend company functions and meetings, visiting with the customers
- Participate in special programs, such as seminars, demonstration programs, etc.
- Perform other duties as assigned

#### **MINIMUM QUALIFICATIONS:**

- Valid Wisconsin drivers license
- Transportation to and from job sites
- Minimum of three years of experience in related field
- Ability to speak, understand and follow instructions in English
- Lift up to 100 pounds

This position description does not list all the duties of the position. You may be asked by supervisors or managers to perform other duties. You will be evaluated in part based upon your performance of the tasks listed in this position description. The employer has the right to revise the description at anytime. This position description is not a contract for employment, and either you or the employer may terminate employment at any time, for any reason.