

JOB DESCRIPTION

Construction Assistant

Reports to: Construction Supervisor(s)

Cooperates closely with: Volunteer Engagement Associate, Homeowner Services Associate, other Construction staff

Job Type: Full or Part time/ Non-exempt

Black Hills Area Habitat for Humanity is a non-profit Christian ministry that seeks to put God's love into action by bringing people together to build homes, communities and hope. We partner with families to build and repair simple, decent affordable housing.

Position Summary:

The person in this position assists the Construction Supervisor(s) in completing on site construction projects including new home, rehab and exterior repair. This includes supervising volunteers, assisting with preparing and completing new home, interior and exterior repair projects.

Key Qualifications

1. Understand and support the Black Hills Area Habitat for Humanity mission.
2. Strong communication skills, both oral and written.
3. Exhibit affiliate core values of loyalty, integrity, faith, trust, and servant heart.

Key Responsibilities

1. Implement Habitat construction requirements to help improve production capacity.
2. Provide hands-on supervision of volunteers according to affiliate policies.
3. Complete construction tasks as assigned by Construction Supervisor(s).
4. Ensure jobsites are maintained in a clean, safe and professional manner.

Other duties:

1. Attend and participate in staff meetings and events, as assigned.
2. Other responsibilities as assigned.

Additional Requirements

Required Knowledge and Skills:

1. Familiarity with construction materials.
2. Minimum of 1 year of experience in construction.
3. Ability to drive large pick-up trucks preferred.
4. Experience with power tools preferred.
5. Ability to work with a diverse group of people.
6. Experience working as a member of a team.

Education Requirements:

1. High School degree or equivalent or higher.

Required Physical Abilities

1. Ability to be on one's feet for extended periods of time, often on rough and uneven terrain.
2. Ability to perform frequent bending, squatting, lifting and repetitive motion.
3. Ability to lift at least 50 lbs. on a regular basis.
4. Ability to work on ladders and heights of up to two-stories.
5. Ability to work both indoors and outdoors during all types of weather.

Other Requirements:

7. Strong desire to learn.
8. Flexibility in work habits and work schedule.
9. Knowledgeable in Microsoft Office including Word, Excel and Outlook.
10. Must hold a valid driver's license and meet state requirements for automobile liability insurance.

Pay Range: \$14 - \$16.25 per hour