

RQ CONSTRUCTION, LLC

Job Description

Position Title:	ICF Installer
Department:	Trade Services - Operations
Type of Position:	Full-Time
FLSA Status:	Non-Exempt, Prevailing Wage
Report Structure:	Reports to the Concrete Crew Foreman for daily assignments and Project Superintendents for overall project performance. This position has no direct reports.

GENERAL SUMMARY/ESSENTIAL PURPOSE:

This position is responsible for all stages of concrete preparation and placement work including screeding and finishing surfaces of poured concrete, such as floors, walks, sidewalks, roads, or curbs using a variety of hand and power tools, as well as layout and construction of formwork to construct foundations, curbs, ramps, walls, and columns. Position is responsible to patch voids and using saws to cut control/contraction joints. This is all to be done using the appropriate equipment and implementing the required safety practices in support of RQ's Mission, Vision, and Values.

PRINCIPAL DUTIES AND RESPONSIBILITIES:

- | | Duty Description
(Percent of Time Variable on Duties) |
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| 1. | Erects and disassembles scaffolding, shoring, braces, traffic barricades, ramps and other temporary structures on site. |
| 2. | Builds the ICF that hold concrete to the desired elevation, level, and depth, and aligns them using the appropriate protective equipment (e.g., gloves, eye, ear, and head protection, and boots). |
| 3. | Checks the forms that hold the concrete to see that they are properly constructed. |
| 4. | Places, shovels, spreads, levels, and smooths concrete at the appropriate time (to allow for evaporation of bleed water), using a rake, a shovel, hand or power trowel, hand or power screed, and float as appropriate for the specific application. |
| 5. | Monitors how the wind, ice, heat, or cold weather affects the curing of the concrete and plans accordingly prior to and throughout the placement process to accommodate changing requirements. |

6. Performs physical activities that require considerable use of arms and legs and moving the whole body, such as climbing, lifting, balancing, walking, stooping, and handling materials.
7. Assists with measuring and layout of site and construction work being performed as assigned.
8. Molds and seals various joints (e.g., expansion, isolation, contraction, construction, keyed, sawed, and doweled) and edges, using edging tools, jointers, and straightedges, according to appropriate depth, location, and timing specifications.
9. Cuts out damaged areas, cleans chipped area, using a wire brush, and ensures the patched area are flush and match the adjacent surface of the area to be patched.
10. Signals and communicates with the truck driver or pump operator to position chute or pump hose to facilitate best position for concrete placement.
11. Applies hardening and sealing compounds at the appropriate time to cure surface of concrete, and waterproof or restore the surface.
12. Operates power vibrators to compact /consolidate concrete in place.
13. Chips, scrapes, and grinds high spots, ridges, and rough projections to finish concrete, using floats, steel (hard trowels), light brooms, medium broom, heavy broom, and/ rotary (hand swirl).
14. Lays out and drills holes for reinforcing rods, and positions reinforcing rods to repair concrete, using a power saw and drill.
15. Protects, cures, or restores concrete surfaces, using appropriate compounds and methods (e.g., water cure, blankets, flood, chemical, etc.).
16. Wets concrete surface and rubs with stone to smooth surface and obtain specified finish.
17. Wets surface to prepare for bonding, fills holes and cracks with grout or slurry, and smoothes, using a trowel.
18. Fabricates concrete beams, columns, and panels appropriate for assigned project.
19. Installs anchor bolts, steel plates, door sills and other fixtures in freshly poured concrete or pattern or stamps the surface to provide the appropriate finish.
20. Builds ICF molds, and clamps molds around area to be repaired, using hand tools.
21. Provides assistance to other trades, as assigned and as able.
22. Pushes roller over surface to embed chips in surface.

23. Polishes surfaces, using polishing or surfacing machines.
24. Applies an understanding of contamination of materials and the importance of cleaning surfaces to be joined on assigned project.
25. Broadcasts colored marble, stone chips, dry shake hardeners, surface applied colors or release agents over surface (as needed per project) to produce the specified finish and appearance.
26. Mixes cement, sand, and water to produce concrete, grout, or slurry, and utilizes placing (e.g., spreading, consolidating, and screeding tools) and finishing tools (smoothing, jointing and edging, floating, and trowel tools).
27. Shovels cement and other materials into portable cement mixers, and mixes, pours, and spreads, if assigned.
28. Provides assistance to other trades, as assigned and as able.
29. Attends daily meetings with foremen and all other required project meetings.
30. Performs other duties as assigned and agreed upon with supervisor (including non-concrete related duties).

Total Time = 100%

QUALIFICATIONS: (Knowledge, skills, abilities, and other characteristics needed to perform job)

- Knowledge of materials, methods, and the tools involved in the construction or repair of buildings or other structures.
- Knowledge of arithmetic, algebra, geometry and their applications to ICF placement.
- Knowledge of materials, methods, and tools involved with pouring, smoothing, and finishing of concrete, including the following: the dangers inherent in the concrete place and finish process; an understanding of the basic components of various concrete mixes, their written directions and the methods needed to mix pre-manufactured products such as grout, mortar, and premix concrete; factors that affect concrete properties (e.g., temperature, humidity, water/cement ratios, acceleration, admixtures, air, hydration, etc.); an understanding of hydration and curing processes, including the identification of bleed water and timing for use of various finishing tools; an understanding of slump in concrete samples; an understanding of FF and FL numbers, flatness and levelness, waiting periods for bleed water, fiber-reinforcement, and lightweight aggregate characteristics; an understanding of vapors, retarders, and barriers; curling and shrinking of concrete; causes and prevention methods for cracking; means of excessive bleeding, curability, scaling, dusting, random cracking, and methods for mapping cracking/crazing; the effects of post tension; methods, means, and timing of concrete placement; and mechanics of concrete movement, separation segregation, and dropping concrete limits.

- Demonstrates monitoring skills of self and others to make improvements or take corrective action as it relates to concrete placement.
- Demonstrates active listening skills by giving full attention to what others are saying, taking time to understand the points being made, and asks questions as appropriate to ensure accuracy of the product created.
- Demonstrates coordination skills to adjust one's own actions in relation to others' actions to achieve the desired outcome.
- Demonstrates critical thinking and complex problem-solving skills by using logic and reasoning to develop solutions, identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems and implementing solutions on a project.
- Demonstrates judgment and decision-making skills to consider the relative costs and benefits of potential actions to choose the most appropriate one.
- Demonstrates quality control analysis by conducting tests and inspections of concrete work to evaluate quality or performance of one's own work or others.
- Demonstrates time management skills to manage one's own time and the time of others, ensuring the completion of work according to deadlines.
- Ability to read, listen, and understand information (e.g., plan or construction documentation) and ideas presented orally and in writing and then communicate that information and ideas in a way that others will understand (e.g., in writing or in public speaking).
- Ability to identify and use tools and skills required to place and finish concrete in various shapes and sizes, as required for the desired outcome.
- Ability to keep hands and arms steady while moving the arm or while holding the arm and hand in one position while pouring, smoothing, and finishing concrete projects with appropriate tools. This also requires the ability to move hand, hand with arm, or to grasp, manipulate, or assemble objects with one or both hands.
- Ability to see details at close range (within a few feet of the observer) as well at a distance.
- Ability to bend, stretch, twist, or reach with body, arms, and/or legs to accomplish concrete work, which requires the repeated use of abdominal and lower back muscles.
- Ability to use various tools for concrete placement and finishing: jitterbug, bull float highway straightedge, darby, truss screed, roller screed, screed pins, edgers, jointers, groovers, fresno trowel, power trowels, magnesium hand float, wood hand float, steel trowel, pointer trowel/margin trowel, broom, etc.
- Demonstrates a motivation to set and maintain high quality standards by paying attention to detail and maintaining a high level of dependability and integrity in all business practices.
- Demonstrates a consistent commitment to RQ's Mission, Vision, and Values.

EDUCATION & EXPERIENCE:

- A high school diploma or GED is the preferred minimum formal education for this position.
- Five or more years (or equivalent) field or trade work experience in concrete within the construction industry required, ICF experience preferred government, military, or large commercial construction experience preferred. Work in the design-build industry is preferred.
- English speaking, writing, and reading skills preferred.
- CPR and First Aid Certifications required; training can be provided. Specific training or certificates in the following areas preferred:
 - Trenching and shoring training
 - Fall protection training
 - Confined space training
 - Forklift/Manlift training and certificate
 - Lockout/Tagout training
 - Scissor lift/boom lift certificate
 - EM-385
 - OSHA 10-hour
 - OSHA 30-hour

COMPETENCIES REQUIRED:

- **Making Decisions and Solving Problems** - Analyzing information and evaluating results to choose the best solution and solve problems (e.g., determining the best method and appropriate timing for installing control joints for the prevention of shrinkage cracking, etc.).
- **Inspecting Equipment, Structures, or Material** - Inspecting equipment, structures, or materials to identify the cause of errors or other problems or defects.
- **Operating Vehicles, Mechanized Devices, or Equipment** - Running, maneuvering, navigating, or driving mechanized equipment for which there is proper training, such as forklifts, power walking behind and riding on trowels to complete the assigned work.
- **Performing General Physical Activities** - Performing physical activities that require considerable use of your arms, hands, and legs and moving your whole body, such as climbing, lifting, balancing, walking, stooping, and handling of materials (e.g., applying coatings or sealants; climbing ladders, scaffolding; mixing concrete, etc.).
- **Estimating the Quantifiable Characteristics of Products, Events, or Information** - Estimating sizes, distances, and quantities; or determining time, costs, resources, or materials needed to perform concrete work activities.
- **Identifying Objects, Actions, and Events** - Identifying information by categorizing, estimating, recognizing differences or similarities, and detecting changes in circumstances or events (e.g., understanding construction specifications to complete work activities according to requirements, etc.).
- **Controlling Machines and Processes** - Using either control mechanisms or direct physical

activity to operate machines or processes (not including computers or vehicles), including operating a jackhammer, operating hand/power tools, etc.

- Judging the Qualities of Things, Services, or People - Assessing the value, importance, or quality of things or people (e.g., ensuring the quality of concrete work completed by self and others, etc.).
- Getting Information - Observing, receiving, and otherwise obtaining information from all relevant sources (e.g., reading specifications and technical drawings to ensure compliance with project requirements, etc.).
- Communicating with Supervisors, Peers, or Subordinates - Providing information to supervisors, co-workers, and subordinates by telephone, in written form, e-mail, or in person.
- Evaluating Information to Determine Compliance with Standards - Using relevant information and individual judgment to determine whether events or processes comply with laws, regulations, or standards (e.g., adhering to safety procedures; performing work inspections to ensure compliance with safety standards, etc.).

WORKING CONDITIONS:

While working on the jobsite, individuals will be outside on an active construction site and in a trailer with job site management team. Job walks and inspections outdoors are required. Jobsite appropriate attire, including safety equipment, is required. Flexibility to work outside normal business hours and travel to project job sites will be required. Travel to job sites includes overnight travel and the possibility of relocation will be required.

Excellent individual performance is expected. Company goals will be realized through dedicated teamwork pursuing Company objectives.

PHYSICAL DEMANDS:

May be required to lift up to 100 lbs. Requires both office and outdoor work. Basic office work will include sitting, walking, climbing stairs, kneeling, bending, and operating equipment. Job site, outdoor work will require frequent exposure to the outdoors, some in extreme weather conditions, with strenuous physical requirements, including walking, climbing stairs, ladders, maneuvering around small obstacles, moving through cramped quarters, continuous bending and kneeling, etc. It requires constant use of hands to handle, control, or feel objects, tools, or controls, may include some exposure to hazardous materials and equipment, and can include exposure to sounds and noise levels that are distracting or uncomfortable. It requires constant use of short and far distance vision to see details up close and far away. Driving may be required – must have valid driver's license for three or more years.



