



JOB OPPORTUNITY

Construction Assistant I

Overview

Habitat for Humanity in the Roanoke Valley, Inc., with training partner **Build Smart Institute**, is offering candidates interested in starting or advancing a thriving career in residential construction an opportunity to be part of an innovative 12-month workforce development program that provides the following benefits:

- Competitive entry-level wages
- Health benefits eligibility after 3-months of satisfactory employment at Habitat
- Up to 1,500 hours of on-the-job training through employment at Habitat working on residential housing development, and
- Over 250 hours of classroom & workshop-based skills training, yielding valuable industry-recognized certifications, to help advance your career.

It's 2024! Don't stay stuck in a dead-end job that numbs your mind or limits your chances for a brighter future and a challenging career. **The construction industry is looking for talented, ambitious people who want to learn and earn leadership positions.** To get jobs of high responsibility, you've got to acquire the skills needed to show what you can do.

Habitat's Construction Assistant I job can be your pathway to start that journey.

What To Expect

Habitat for Humanity in the Roanoke Valley (HFHRV) builds affordable, high-quality, low-maintenance single-family homes for low-to-moderate income families looking for permanent homeownership as their housing solution. Over the past 38 years, HFHRV has built *hundreds* of single-family homes in Roanoke City. We are the premier affordable housing developer.

The Construction Assistant I candidates we hire will join our Construction staff, work on a small team led by a Construction Supervisor-Trainer, and help us build new homes for approved homebuyers looking to fulfill their dreams of homeownership. **This is a field-based position, outdoors. Work will primarily be in and around Roanoke, Virginia.**

There are two REQUIRED components to the Construction Assistant I position:

1. **On-the-Job Training** – 4 days/week (Wednesday through Saturday) for 30-hrs/week, starting at \$15/hr.
2. **Skills Development** – 2 days/week (Monday and Tuesday) for 15-hours/week.

Selected candidates are paid hourly wages for the work performed during the On-The-Job Training component. They are not paid for the hours spent in the Skills Development component. This is because HFHRV is paying up to \$9,500 tuition for *each* Construction Assistant I hired to complete the education necessary for candidates to be positioned or earn the following certifications: NCCER CORE, OSHA 10, First Aid/CPR, & Carpentry I, II, and III.



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Job Responsibilities

- Work in a small team environment to **complete specific, hands-on projects** in residential construction covering *all* phases of construction (such as: site work through finish work).
- **Maintain safe and clean work environments.** Support safety policies by utilizing safe work practices daily, lead by example, and conduct site safety walk throughs on work sites regularly.
- Under the direction of the Construction Supervisor-Trainer, **complete daily, task-specific projects efficiently and safely** with coworkers and occasionally partner families or volunteers.
- **Focus on results and be accountable for clearly communicating work progress** at specific build sites, keeping projects on schedule.
- **Perform and develop competency** at any task needed throughout the residential building process.
- **Monitor daily materials usage and identify materials needed for the next workday.**
- **Monitor and maintain tools on the jobsite daily.** Assist management in preparing tools for the next phases of work while keeping all tools clean and ready for the jobsite.
- **Establish & maintain effective communication with the Construction Supervisor-Trainer** to ensure management has a clear understanding of site progress and needs.
- Perform other duties as assigned by Construction Supervisor-Trainer or Project Manager.

Job Requirements

- ❖ Provide your own transportation to/from assigned worksite & training locations.
- ❖ Arrive promptly and consistently to the worksite and training locations at the specified times.
- ❖ Be prepared to work outside in all types of weather.
- ❖ Report any notice or need of excused absence to the Construction Supervisor-Trainer in advance. In the event of an emergency, agree to contact them immediately.
- ❖ HFHRV requires background check and pre-employment drug screening before hiring, with individual circumstances evaluated on a case-by-case basis. Habitat has a random drug testing policy in effect.
- ❖ Successfully complete CPR/First Aid training and the Habitat for Humanity Competent Person Training within the first 30 days of employment at HFHRV.

Required Skills and Abilities

- ✦ Be capable of performing the physical demands of the job, working outdoors (weather extremes), lifting 80 lbs, and remain on your feet daily, etc.
- ✦ Be interested in developing the skills needed to perform multiple phases of residential construction successfully, eventually gaining experience to lead volunteers to complete daily building tasks.
- ✦ Follow safe work practices; demonstrate willingness to guide/lead by example on a build sites.
- ✦ Be able to communicate verbally needs or tasks clearly & with respect to a wide variety of people (staff, volunteers, contractors, homebuyers).
- ✦ Possess the ability to work in a small or large group settings in a changing daily environment.
- ✦ Familiar with, or willing to learn, the uses of basic hand tools, measuring devices, and saws/drills.
- ✦ Ability to maintain high level of accuracy, quality, and proficiency in trades work.



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Habitat for Humanity in the Roanoke Valley, Inc. is an equal opportunity employer.

Applications will be evaluated on a rolling basis starting 4/5/24, with position open until filled.

Anticipated start date is **May 15, 2024.**

To apply, complete the attached application and email to: bclark@habitat-roanoke.org with 'Construction Assistant I' in the subject line of the email, or drop off at 3435 Melrose Ave NW, Roanoke VA 24017.



To learn more about Habitat, visit www.habitat-roanoke.org.



To learn more about Build Smart Institute, visit: www.buildsmartinstitute.com.



Application for Employment

Position: **Construction Assistant I**

Date of application: _____

Name: _____

First Middle Last Suffix

Address: _____

Phone: _____ Email: _____

Resume: Please include with your application, if you have one.

Employment history--Please list current and previous work experience, starting with most recent:

Current employer: _____

Job title/position: _____ Time frame employed: _____

Tasks and responsibilities: _____

Previous employer: _____

Job title/position: _____ Time frame employed: _____

Tasks and responsibilities: _____

Previous employer: _____

Job title/position: _____ Time frame employed: _____

Tasks and responsibilities: _____

Education:

Please list school/certification and date of completion. For any that don't apply, just leave them blank.

High School: _____

Other school: _____

Community College: _____

College: _____

Certifications: _____

Additional training/educational experiences: _____

Please list two references and contact information:

Reference Name: _____

How does this reference know you: _____

Phone: _____ Email: _____

Reference Name: _____

How does this reference know you: _____

Phone: _____ Email: _____

What makes you interested in the Construction Assistant I position?

To submit your application, save a copy and email to bclark@habitat-roanoke.org or print and drop off at the Habitat Office at 3435 Melrose Ave NW, Roanoke, VA 24017, Attention Brian Clark. Please include a copy of your resume with your application, if you have one. Application review will begin starting 4/5/24 and will continue until positions are filled. Expected start date is 5/15/24.

For more information, visit www.habitat-roanoke.org or www.buildsmartinstitute.com. Please direct any questions to 540-344-0747 x113 or bclark@habitat-roanoke.org.