

## Installation / Construction Team Members 2023

### Company Profile:

Rooftopia is a rooftop garden & landscaping design-build firm serving Chicago and near Suburbs. Our diverse and talented staff work in a friendly and creative capacity to produce unique and innovative outdoor living spaces through design, installation and garden maintenance. We are passionate about the environment, architecture and designing and building spectacular outdoor spaces. Our mission is to transform ordinary and underutilized spaces into sophisticated outdoor escapes and green rooftops. Whenever possible we source sustainable, local materials to reduce our carbon footprint. Plant selections include annual flower rotations as well as native & pollinator friendly plants to support and strengthen our local ecosystem.

### Job Description:

Rooftopia is seeking detail-oriented and flexible candidates to join our construction team. You must have a positive attitude and a passion for building unique outdoor landscape and rooftop features, such as pergolas and outdoor kitchens. Carpentry and fabrication skills are essential for this role as you will be responsible for maintaining high-quality craftsmanship and job site cleanliness as projects are built from start to finish. You must enjoy getting your hands dirty and are flexible working with a variety of exterior-grade materials. As a member of our installation team, your primary tasks will be to lift, load, unload, mobilize, prepare, cut, paint, fabricate, and accurately install materials according to design specifications. To succeed in this position, you must have a working knowledge of outdoor materials like lumber and steel. You must have professional experience using construction equipment and tools. You must be mindful of jobsite and tool safety protocols. You will collaborate with design and installation team members, provide and document daily progress updates and communicate effectively with all team members. This is a fast-paced, demanding outdoor environment, where physical endurance and the ability to lift heavy objects is required. If you have an open mind, want to learn new skills and thrive on a dynamic team this might be a great opportunity for you!

### Position Requirements:

- 2+ years of professional experience in carpentry, construction or trade industry
- 2+ years of experience with construction tools
- Experience with exterior framing and finish carpentry
- Working knowledge of outdoor materials: lumber and hardware
- Experience with steel fabrication is a plus
- Experience with landscaping is a plus
- Self-motivated, Creative, Problem solver
- Comfortable working outdoors through various seasons
- Ability to work in a fast paced, physically demanding environment
- Ability to lift heavy or awkward objects
- Attentive to detail, honest, reliable, punctual, humble
- Ability to read construction plans
- Valid Driver's license
- Open minded, flexible team player
- Excellent written and verbal communication skills
- Excellent time management and organizational skills
- OSHA training or certification is a plus
- English speaking

## **Installation Crew Responsibilities:**

- Demonstrate strong critical thinking and problem-solving skills
- Review and interpret plans & construction blueprints
- Prep, assemble & install exterior materials according to plans
- Build and Assemble lumber, steel & various materials in the field
- Operate truck/work vehicles to and from job sites.
- Load/unload & mobilize materials weighing 50+ lbs
- Keep tools, materials, workshops, vehicles and jobsites organized & secured
- Fabricate building materials: cutting, sanding, staining, painting, etc
- Light-duty electrical and utility work
- Modify existing or new site materials to accommodate design plans.
- Install outdoor kitchens, cabinets, pergola, privacy screens and rooftop deck accessories/furniture.
- Install paver pedestal systems, including ability to cut stone materials.
- Communicate and log pre-existing jobsite issues/concerns before construction
- Communicate daily project progress with site photos via Slack/Asana.
- Log hours for payroll using Gusto
- Communicate site concerns or material needs to the construction manager.
- Communicate the need for certain consumables related to the project at hand.
- Use and implement proper PPE and safety protocols
- Follow safety protocol for tools, equipment, and vehicles.
- Accountable for the tools - proper storage, use and maintenance.
- Practices good housekeeping while on job-sites and in company vehicles.
- Perform daily job site safety inspections (in tandem with Construction manager)
- Takes initiative to learn new techniques and skills
- Asks questions and share ideas
- Attends and participates in staff meetings and training workshops.
- Proficient in time management to efficiently complete assigned tasks.
- Maintain a positive attitude.

## **Approximate Schedule & Hours:**

General Hours of operation: Monday - Friday, 7am to 4pm

Seasonal Position operates from April 1 - December 15th

Full time - 32 - 40 hours a week, some overtime is expected during busy seasons.

Full time hours are not guaranteed every week, tasks vary with assignments.

**Compensation & Benefits:**

Hourly rate starting at \$24/hr (compensation based on experience)

Paid vacation days include Memorial Day, Juneteenth, July 4th, Labor Day & Thanksgiving (Th/F).

Additional benefits may be available after 90 days of employment.

Interested Candidates must have a valid & clean drivers license and relevant construction experience.

Please send your resume and cover letter [info@rooftopia.com](mailto:info@rooftopia.com) to apply.

