



United States
Office of Personnel Management

FWS Job Grading Standard for

Roofer

3606

TS-10, 1/70

**Workforce Compensation and Performance Service
Classification Programs Division
June 1998, HRCD-5**

WORK COVERED

This standard is used to grade all nonsupervisory jobs involved in maintenance, installation, repair, and weatherproofing of roofs.

TITLES

Jobs covered by this standard are to be titled *Roofer*.

GRADE LEVELS

This standard does not describe all possible levels at which jobs might be established. If jobs differ substantially from the skill, knowledge, and other work requirements described in the grade levels of the standard, they may warrant grading either above or below those grades.

HELPER AND INTERMEDIATE JOBS

Jobs that are part of a planned program of training and development for advancement to a higher grade are graded by the U.S. Office of Personnel Management Job Grading Standards for [Trades Helper Jobs](#) and [Intermediate Jobs](#). (Grade 9 in this standard is to be used as the "journey level" in applying the Intermediate Job Grading Table.)

The Grade 7 level in this standard does not cover jobs that are part of a planned program of training and development of skills for advancement to a higher grade.

3606-7**ROOFER, GRADE 7****3606-7**

General: Grade 7 roofers remove old roofing in preparation for repair, assist in repairing and installing roofs, and operate asphalt kettle. They receive detailed instructions, either orally or in the form of work orders, that outline the work to be done and the materials and methods to be used in accomplishing the job.

Skill and Knowledge: At this level, the roofers must have a knowledge of the methods and procedures involved in the installation of new roofs and the repair of leaky roofs. They must be skilled in removal of defective roofing to preclude damage to subsurfaces and to insure that the area is properly prepared for new roofing. When installing shingles and tiles, they must be able to lay material in straight lines to insure proper overlap and coverage. On built-up roofs they must be skilled in applying roofing felt and asphalt to obtain proper overlap and to eliminate the possibility of leaks. They must be able to apply asphalt around flashings and gravel guards to obtain proper seal.

Grade 7 roofers must have the ability to operate asphalt kettles, heating solidified asphalt to the proper working temperature. They must be able to use prybars, hammers, nailpullers, and other tools to remove old roofing. They also must be able to use equipment such as roofing mops and rakes to spread asphalt and topping material. They must have the ability to rig a hoist for raising asphalt and roofing materials to roof level.

Responsibility: Grade 7 roofers receive work assignments orally or through written work orders from a higher grade worker or supervisor. They receive detailed instructions as to work to be performed and methods and materials to be used. Normally, they work as a member of a crew where a higher grade worker is available for assistance and guidance. Their work is checked during progress and upon completion for adequacy and to make sure that it meets standard trade practices.

Physical Effort: Grade 7 roofers are frequently required to perform heavy lifting up to 45 kilograms (100 pounds) while carrying rolls of roofing felt, shingles, and asphalt. They are continually walking and standing and frequently climbs ladders and scaffolds.

Working Conditions: Grade 7 roofers work outside in all kinds of weather. They are subject to danger of falling when working on roofs and from scaffolds and ladders. They are exposed to possibility of burns from hot asphalt, as well as cuts and bruises. Working with asphalt results in exposure to unusually dirty conditions that are damaging to clothing and shoes.

3606-9**ROOFER, GRADE 9****3606-9**

General: The work at this grade, in addition to work done at the Grade 7 level, involves determining the roofing work to be done, locating leaks and determining their cause and extent of damage, selecting the work method to be followed for repair, and determining and using a greater variety of roofing materials and accessories such as shingles, roofing felt, and asphalt. Grade 9 roofers install new roofs, including metal flashing, gutters, and other roofing accessories, and repair or replace sheathing, boards, beams, and joists.

They receive work orders, oral instructions, or maintenance complaints, and accomplish assigned tasks following established work procedures and accepted trade practices.

Skill and Knowledge: In comparison with the grade 7 level, grade 9 roofers must have a greater knowledge of roofing techniques in applying a greater variety of protective coverings to roof surfaces, including different types of shingles, gravel, and other topping, and asbestos-aluminum compound. They must have the ability to trace leaks, which requires a greater knowledge of roof construction, since leaks may originate some distance from entry through ceiling. In addition to what is required at the grade 7 level, more skill is required by grade 9 roofers in locating leaks to pinpoint the leak area, to remove the old roofing to get at the source of the leak, and to eliminate the need for extensive preliminary work. They also must be skilled in repairing leaks after insuring that the damaged area is properly dried out and adequately prepared for repair. They must be able to match original roofing material with material used to complete repairs.

They must be able to open roofs and install skylights, pipes, and ventilators where the primary consideration is waterproofing. In repairing leaks, they determine when roof decking, beams, or joists are to be replaced. If so, they must have the ability to complete the replacement or repair.

Grade 9 roofers must be fully skilled in installing new roofs. They must have the ability to apply the starter row of shingles to insure that they overlap properly and that they are securely fastened to the subsurface to eliminate possibility of leaks. On built-up roofs, they must be skilled in applying roofing felt, asphalt and gravel, or other topping material, and in sealing joints of roofing accessories with asphalt. In addition to work at the grade 7 level, the grade 9 roofers must be able to install and repair the metal roofing accessories themselves, such as gravel guards, flashings, gutters, valleys, vents, pipes, and chimneys.

They also must have the ability to cut and form metal accessories to meet roofing requirements, to fasten them to roofs with nails or screws, to solder metal joints, and to cut and shape shingles to fit around the accessories.

In comparison with the grade 7 level, the grade 9 roofers also must be familiar with a greater variety of roofing materials and their uses and methods of installation. They must know how to apply wood, asbestos, slate tile, and composition shingles; metal roofing panels; roofing felt and asphalt. When required, they must be able to apply asbestos siding materials.

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In addition to the hand tools used at the grade 7 level, they must be skilled in the use of shingle cutters, metal snips and saws.

Responsibility: Grade 9 roofers receive work assignments from a supervisor, either orally or in the form of work orders or maintenance complaints. In comparison with the detailed work instructions received at the grade 7 level, the grade 9 roofers have greater responsibility in determining, planning, and laying out the work to be done from sketches and blueprints; deciding the extent of repairs needed, such as replacement of decking or beams; locating and eliminating leaks; installing new roofs; and insuring a water-proofing surface. They are responsible for accomplishing the complete job in accordance with standard trade practices.

Their supervisor spot-checks work upon completion to insure that it meets trade standards.

Physical Effort: The physical effort is similar to that described at the [grade 7 level](#).

Working Conditions: The working conditions are similar to those described at the [grade 7 level](#).