



## Position Profile

**TITLE:** Field Assistant

**REPORTS TO:** Assistant Superintendent, Superintendent, and/or Project Manager

### QUALIFICATIONS:

The ideal Field Assistant is self-driven person with a professional demeanor who expresses a sense of urgency for their work. He or she should be a positive and confident person. The right candidate is willing and capable of representing the Compton Construction brand.

The Field Assistant should be capable of taking direction from supervisors to ensure the highest quality work is being delivered on time. He or She knows how to listen and is a good communicator both verbally and written. This person is punctual and responsible.

The ideal candidate is approachable to clients, co-workers, and subcontractors. Finally, the person has an interest in improving their environment/community through construction.

### RESPONSIBILITIES:

The responsibilities of the Field Assistant include, but are not limited to, the following:

1. Maintain a safe and clean jobsite.
2. Keep the jobsite and all related construction materials secure.
3. Capable of opening/closing a jobsite in the absence of supervisor.
4. Perform basic skills including sweeping, mopping, vacuuming, painting, caulking, framing, light demolition and general clean-up.
5. Maintain personal & Compton provided tools.
6. Physical requirements include sight, hearing, standing, kneeling or crouching in awkward or uncomfortable positions, possibly outdoors or in unheated/un-cooled areas indoors, for long periods of time.

### SKILLS/KNOWLEDGE:

#### Required

Valid driver's license

Reliable transportation

Demonstrated success while operating as part of a team

Basic tools: tool belt, 25ft+ tape measure, 22oz hammer, chalk line, screw driver, pencil

Strong verbal and written communications



## Preferred

MS Office skills including Word, Excel, and Outlook

OSHA 10 hour Construction Safety and Health class completion

Outside interests – hobbies, community involvement

## WHAT SETS COMPTON CONSTRUCTION APART FROM OTHER COMPANIES

Building is only what we do, not who we are. Serving our clients is the most important goal of Compton Construction. We are recognized in our communities and by local organizations as a dedicated Community Partner. We serve to build. We build to serve.

Compton invests in its employees for growth through multiple educational programs and certifications

There is opportunity for growth in all positions