



BRISTOL BAY

HOUSING AUTHORITY

Job Description: Laborer I

Position Classification

Non-Exempt, Full-Time Temporary

Position Location

Bristol Bay Housing Authority (BBHA) Dillingham

Organizational Relationship

- Reports directly to the Maintenance Foreman.

Position Overview

The Laborer I is responsible for performing basic manual labor tasks to support construction, rehabilitation and maintenance activities. This entry-level position involves assisting skilled tradespeople with various tasks, ensuring a safe and efficient work environment. Responsible for janitorial work, groundskeeping, minor repairs, and handling tools and supplies.

Key Responsibilities

- **General Labor:**
 - Assist in the preparation of job sites by cleaning and clearing debris.
 - Load and unload materials and tools.
 - Help set up and take down scaffolding and other temporary structures.
 - Maintain public areas, walkways, and landscaped areas such as;
 - Snow removal and spreading ice melt or gravel.
 - Cutting back brush around buildings, homes, driveways, and walkways.
 - Picking up and proper disposal of trash, debris, and hazards.
 - Assist with preparing units for new residents.
 - Unclogging drains.



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- Assist carpenters, maintenance technicians and other team members with daily duties on the work site to foster a collaborative team environment.
- Prep work areas such as;
 - Removal of flooring, cabinets, cove base.
 - Patching walls and taping in preparation for painting.
 - Painting primer or kilz.
- Participate in safety meetings and contribute to a culture of continuous improvement within the maintenance and construction department.
- Help maintain inventory of tools, equipment, and supplies, ensuring necessary materials are available for construction tasks.
- **Safety:**
 - Follow all safety protocols.
 - Utilize safety equipment such as PPE, and safety harness.
 - Maintain a clean and organized work environment in compliance with relevant regulations.

Qualifications

- **Education:** High School Diploma or GED or equivalent experience.
- **Experience:** No experience required.

Skills, Knowledge, and Abilities

- Basic knowledge of hand tools a plus. Ability to safely operate basic tools a plus.
- Strong communication and time management skills.
- Understanding and committed to a safe working environment.
- Ability to take directions and work hard.
- Ability to work positively in a team setting.



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- **Personal Attributes:**

- Committed to addressing the unique housing needs of the Tribal community.
- Dependable and self-motivated.
- Willingness to learn.
- Positive attitude.

Physical Requirements

- Ability to physically walk, climb, and travel to construction sites, including in remote communities.
- Ability to work in various weather conditions.
- Required to use hands repetitively to operate construction tools and other equipment is required.
- Regularly required to lift up to 75 pounds.
- Ability to work at heights safely.

Working Conditions

- This position is performed at a variety of construction sites both indoors and outdoors.
- This position involves exposure to chemicals, noise, dust, and other construction-related hazards.
- This position may require travel to various tribal communities.
 - Must be able and willing to travel in small, unpressurized aircraft to travel to construction or other work sites within Bristol Bay villages.

Application Process

Interested candidates should submit their resume and a cover letter detailing their qualifications and experience as related to the Laborer I role.



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This job description outlines the essential functions and expectations for the Laborer I position, focusing on effective planning, direction, and coordination of all development activities and ensuring project maintenance requirements are met.

Indian Preference in Hiring under PL 93-639