



State of New Mexico
Classification Description

HELPERS, CONSTRUCTION TRADES, ALL OTHER

General Summary

Construction and Trade helpers are found on almost all construction sites, performing a variety of tasks. They assist skilled craft occupations, such as plumbers, electricians, painters, carpenters and masons. They clean and prepare work sites and distribute building materials to the appropriate location according to project plans and specifications.

Helpers, Construction Trades, All Other-B

Jobcode: T3019B

Pay Band: 30

FLSA Status: FLSA status may be determined to be different at the agency level based on the agency's utilization of the position.

Distinguishing Characteristics

This is the basic-level of the Helpers, Construction Trades, All Other classification series. This classification performs basic construction duties, such as transporting tools, materials, and work site preparation and clean-up.

Recommended Education and Experience for Full Performance

Eighth (8th) grade education.

Minimum Qualifications

Eighth (8th) grade education.

*Essential Duties and Responsibilities**

- Employees in this role perform tasks such as, transporting and holding tools for skilled construction trades people.
- Carry out instructions from skilled trade workers to ensure that workload flows efficiently.

Helpers, Construction Trades, All Other-O

Jobcode: T3019O

Pay Band: 35

FLSA Status: FLSA status may be determined to be different at the agency level based on the agency's utilization of the position.

Distinguishing Characteristics

This is the operational-level of the Helpers, Construction Trades, All Other classification series. This classification performs more complex construction duties, such as assisting with scaffolding, drywall, masonry and minor equipment repair and maintenance.

Recommended Education and Experience for Full Performance

Eighth (8th) grade education.

Minimum Qualifications

Eighth (8th) grade education.

*Essential Duties and Responsibilities**

- Employees in this role assist skilled trade workers, such as scaffold builders, plumbers, electricians, painters, drywall finishers, carpenters, plasterers and masons.

- Transport equipment to and from work site.
- Prepare and clean work area.
- Assist with minor repairs and maintenance of equipment.
- Perform routine physical work such as framework, excavating ground, and assisting with foundation.

Helpers, Construction Trades, All Other-A

Jobcode: T3019A

Pay Band: 40

FLSA Status: FLSA status may be determined to be different at the agency level based on the agency's utilization of the position.

Distinguishing Characteristics

This is the advanced-level of the Helpers, Construction Trades, All Other classification series. This classification performs the most advanced construction duties and possesses substantial knowledge of the specialized trade area that are assigned to work.

Recommended Education and Experience for Full Performance

High School Diploma or Equivalent and one (1) year of experience in the construction trades.

Minimum Qualifications

High School Diploma or Equivalent and three (3) months of experience in the construction trades.

Essential Duties and Responsibilities*

- Employees in this role have substantial knowledge of the trades in which they are assigned to work.
- Performs basic and moderate construction tasks with minimal supervision, and more specialized trade duties under direct supervision of experienced trade worker.

Bargaining Unit: This position may be covered by a collective bargaining agreement and all terms/conditions of that agreement apply and must be adhered to.

Statutory Requirements: N/A

Conditions of Employment:

Working Conditions: Working Conditions for individual positions in this classification will vary based on each agency's utilization, essential functions and the recruitment needs at the time a vacancy is posted. All requirements are subject to possible modification to reasonably accommodate individuals with disabilities.

Established: 07/07/2011 **Revised:** 09/20/2011; updated new CD format (10/25/2019)

**Essential Duties and Responsibilities are intended to be cumulative for each progressively higher level of work. The omission of specific statements does not preclude management from assigning other duties which are reasonably within the scope of duties. Classification description subject to change. Please refer to SPO website (www.spo.state.nm.us) to ensure this represents the most current copy of the position.*

*** Supervisor must supervise two (2) or more full-time positions.*