



State of New Mexico
Classification Description

CONSTRUCTION AND RELATED WORKERS, ALL OTHER

General Summary

Construction and Related Workers perform a variety of tasks involving physical labor at building sites, highways, and heavy construction projects. They may operate various power tools and assist other craft workers with carpentry, equipment operation, and structural inspections to ensure compliance with building codes and other regulations.

Construction & Related Workers, AO-B

Jobcode: T4099B

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 basic-level of the Construction & Related Workers classification series. Performs a variety of basic construction duties under the direct instruction, mentoring, and supervision of advanced Construction & Related Workers and the Construction & Related Worker Supervisor.

Recommended Education and Experience for Full Performance

High School Diploma or Equivalent and one and a half (1.5) years of experience performing general construction, maintenance and/or repair duties.

Minimum Qualifications

Eighth (8th) grade education and three (3) months experience performing general construction, maintenance and/or repair duties.

Essential Duties and Responsibilities*

- Employees in this role assist with a variety of basic construction related duties.
- Performs basic ground keeping duties, including landscaping, installing fences/guard rails, and snow removal.
- Paints building structures and furniture.
- Assists with equipment maintenance and minor carpentry repairs.

Construction & Related Workers, AO-O

Jobcode: T4099O

Pay Band: 45

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 Construction & Related Workers classification series. The Construction & Related Worker II performs complex construction related duties, while exercising a moderate level of independence and judgement.

Recommended Education and Experience for Full Performance

High School Diploma or Equivalent and one (1) year of experience performing general construction, maintenance and/or repair duties.

Minimum Qualifications

High School Diploma or Equivalent and six (6) months of experience performing general construction, maintenance and/or repair duties.

Essential Duties and Responsibilities*

- Employees in this role perform a variety of complex construction related duties.
- Maintains and safely operates power and hand tools.
- Performs painting, carpentry and grounds keeping duties.
- Conducts safety inspections and maintains equipment.
- Interprets blueprints and diagrams to ensure compliance with state and local regulations and building codes.

Construction & Related Workers, AO-A

Jobcode: T4099A

Pay Band: 50

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 Construction & Related Workers classification series. The Construction & Related Worker III performs advanced construction related duties, while exercising a high level of independence and judgement.

Recommended Education and Experience for Full Performance

High School Diploma or Equivalent and two (2) years of experience performing general construction, maintenance and/or repair.

Minimum Qualifications

High School Diploma or Equivalent and one (1) year of experience performing general construction, maintenance and/or repair duties.

Essential Duties and Responsibilities*

- Employees in this role perform a variety of advanced construction related duties.
- Develops policies to improve efficiency and quality control.
- Performs specialized painting, carpentry, and ground keeping duties.
- Trains lower level Construction & Related Workers in areas of specialization.
- Evaluates projects to ensure compliance with codes, regulations and safety standards.
- Performs project budgeting and cost estimations.

Construction & Related Workers, AO Supervisor

Jobcode: T4099S

Pay Band: 55

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

The Construction & Related Workers, AO Supervisor devotes a substantial portion of time assigning and directly supervising work of at least two (2) full-time equivalent employees**, acting upon leave requests, conducting annual performance evaluations and recommending disciplinary actions. Interviewing and

recommending selection of applicants and conducting training of personnel.

Recommended Education and Experience for Full Performance

High School Diploma or Equivalent and two (2) years of experience performing general construction, maintenance and/or repair duties, one (1) year of which must be supervisory as it pertains to the essential duties and responsibilities of the classification.

Minimum Qualifications

High School Diploma or Equivalent and one (1) year of experience in general construction, maintenance and/or repair duties.

Essential Duties and Responsibilities*

- Devotes a substantial portion of time assigning and directly supervising work of at least two (2) permanent/full-time employees. Acts upon leave requests, conducts annual performance evaluations and recommends disciplinary actions.
- Conducts training of personnel; may interview and recommend selection of applicants.
- Provides career coaching through mentoring and arranges for outside training opportunities when possible.
- Makes well-informed, effective, and timely decisions and perceives the impact and implications of those decisions.
- Identifies and analyzes problems; weighs relevance and accuracy of information; generates and evaluates alternative solutions; makes recommendations.
- Directs and participates in specialized painting, carpentry, and grounds keeping duties.
- Trains employees in areas of specialization.
- Evaluates projects to ensure compliance with codes, regulations, and safety standards.
- Performs project budgeting and cost estimations.

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: This occupation is subject to regulation under 14.5.1 NMAC, Construction Industries General Provisions – General Provisions, effective 1-1-11.

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: 07/07/2001; 07/27/2012 (supervisor) **Revised:** 09/20/2011; 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.*