

	Document:	DATE:
	Lead Laborer	8/11/2026
	Revision:	Page:
	Rev. A	Page 1 of 3
	Reviewed by: Sheree Kato	Approved by: Christopher Caliedo

The Lead Laborer is a hands-on working lead responsible for directing and coordinating a crew of laborers on ship repair projects. This role ensures daily work is completed safely, efficiently, and to quality standards. The Lead Laborer performs heavy physical labor while providing frontline supervision, work prioritization, material handling support, and enforcement of safety and cleanliness standards aboard vessels and in the yard.

Key Responsibilities

- Lead and direct a crew of laborers in daily ship repair support activities, including material handling, staging, cleanup, and general labor tasks.
- Assign work, monitor progress, and ensure tasks are completed on schedule and according to job plans and supervisor instructions.
- Perform and oversee heavy physical labor such as lifting, carrying, rigging support, scaffolding assistance, hot work fire watch, and debris removal.
- Assist trades (welders, fitters, pipefitters, blasters, painters, etc.) by staging materials, tools, and equipment at the work site.
- Maintain a clean, organized, and safe worksite both onboard vessels and in the yard; enforce housekeeping standards.
- Conduct or participate in daily safety briefings, toolbox talks, and Job Safety Analyses (JSAs).
- Identify and immediately report safety hazards, near-misses, and unsafe conditions.
- Ensure proper use of personal protective equipment (PPE) and adherence to shipyard, vessel, and company safety protocols.
- Coordinate with supervisors, craft leads, and other trades to support efficient workflow and minimize downtime.
- Assist to track and report labor hours, material usage, and job progress as required.
- Mentor and train less experienced laborers on safe work practices and job expectations.
- Support emergency response and spill response activities as directed.
- Perform other related duties as assigned in a fast-paced ship repair environment.

Required Qualifications

- High school diploma or equivalent.
- Minimum 3–5 years of experience as a laborer in a shipyard, marine, heavy industrial, or construction environment.
- Prior experience in a lead or senior laborer role preferred.
- Strong knowledge of shipyard safety practices, including confined space awareness, hot work, fall protection, and marine-specific hazards.
- Ability to read and follow simple work instructions, drawings, and safety procedures.

	Document:	DATE:
	Lead Laborer	8/11/2026
	Revision:	Page:
	Rev. A	Page 2 of 3
Reviewed by: Sheree Kato	Approved by: Christopher Caliedo	

- Proven ability to lead a small crew and communicate effectively with supervisors and tradespeople.
- Must be able to obtain and maintain required shipyard credentials (TWIC card preferred or required depending on facility).
- Reliable attendance and willingness to work overtime, weekends, and varying shifts as project demands require.
- Experience with scaffolding, rigging basics, or fire watch duties preferred

Certificates, Licenses & Requirements

- Must be able to successfully pass a pre-employment criminal background check and drug screening.
- Must be able to obtain and maintain a security badge for military installations and civilian shipyards, as required.
- Ability to work all shifts and extended hours as needed.
- Valid driver's license and clean driving record.
- Reliable transportation to all worksites and other locations required by the position at the start of the shift.
- Must be able to obtain OSHA 10 certificate/training
- Must be able to complete the respiratory fit/physical test
- First Aid/CPR certification preferred

Physical Requirements

The physical demands described here are representative of those that must be met to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Ability to lift, carry, push, and pull up to 50–75 lbs regularly.
- Ability to stand, walk, climb ladders and scaffolding, bend, kneel, crawl, and work in confined or awkward spaces for extended periods.
- Ability to work at heights, in confined spaces, and in varying weather conditions (heat, cold, rain, wind).
- Must be able to wear full PPE including hard hat, safety glasses, steel-toe boots, gloves, and respiratory protection when required.
- Good vision, hearing, and manual dexterity.

Working Conditions

Work is performed primarily in an active shipyard and onboard vessels under repair. The environment is industrial, noisy, and physically demanding. Exposure to dust, fumes, welding arcs, paint, solvents, and outdoor elements is common. Strict adherence to safety rules and environmental regulations is mandatory.

	Document: Lead Laborer		DATE: 8/11/2026
	Revision: Rev. A		Page: Page 3 of 3
	Reviewed by: Sheree Kato	Approved by: Christopher Caliedo	

Employee Acknowledgement (Signed by employee upon hire)

I have received and read the contents of my job description.

Employee Name: _____

Employee Signature: _____ **Date:** _____