

CARPENTER

DEFINITION:

Under general direction, to perform skilled carpentry work in the alteration, repair, and occasional new construction of equipment and structures; and to perform other job-related duties as required.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Depending on the assignment, duties may include but are not limited to the following.

Alters, repairs, maintains or constructs articles and structures of wood, including but not limited to partitions, counters, doors, window frames, woodwork, sheds, scaffolds, forms, and fences.

Repairs school and office furniture and wooden fixtures, performing mill and cabinetwork as necessary.

Lays and repairs floors and roofs, including work with asphalt tile and other composition materials.

Builds porches, stairways, closets, cases, and shelving.

Fits doors, windows, sashes, and screens.

Operates planers, jointers, sanders, band saws, and other woodworking machinery.

Sharpens hand-tools and sees that tools and equipment are properly cared for.

Makes drawings and sketches of construction and repair projects, estimates costs, and orders material needed.

Keeps records of materials used.

Lays out forms for concrete work and finishes concrete.

Updates blueprints as necessary.

Directs the work of assigned help.

QUALIFICATIONS:

Knowledge of:

Safe work practices including OSHA regulations, as they relate to the position;

Building codes and regulations as they relate to the position;

The materials, tools, and standard practices and procedures used in both rough and finish carpentry, including mill and cabinetwork;

Basic qualities of various woods and related materials and their adaptability and uses in specific situations.

Ability to:

Estimate the scope of each work assignment and secure the necessary tools and equipment to complete the assignment;

Do rough and finish carpentry and cabinet-making work;

Use carpentry and woodworking tools in a skilled and safe manner;

Work from sketches, drawings, and blueprints;

Make accurate arithmetical computations;

Read and write English at a level sufficient to successfully perform the duties associated with the position;

Identify workplace hazards and/or unsafe conditions and take appropriate action to correct same;

Perform heavy physical labor including but not limited to the ability to lift up to 50 lbs. without assistance and up to 100 lbs. with appropriate tools or assistance;

Understand and carry out oral and written instructions;

Establish and maintain cooperative working relationships with those contacted in the course of work.

Education: Combination of training and experience equivalent to completion of a full four-year apprenticeship program in the carpentry trades.

Experience: One year of journey-level experience performing varied carpentry installations, repair and new construction.

LICENSES AND CERTIFICATES:

Possession of a valid California driver's license with no restrictions which would preclude driving on the job is a continuous requirement.

OTHER CONDITIONS OF EMPLOYMENT:

In accordance with California law and the Education Code, position incumbents must maintain a conviction free Dept. of Justice background record which is relevant to the position.

Salary Range: 81

N: 12/68

R: 03/80

R: 11/85

R: 11/91

R: 10/98