

## **MAINTENANCE III - CARPENTER**

### **DEFINITION**

Under direction of the Maintenance Supervisor, performs skilled carpentry work in the alteration, repair and construction of school facilities and structures; performs semi-skilled and skilled tasks in other maintenance trade areas; performs other related work as required and/or assigned.

### **ESSENTIAL DUTIES**

- alters, repairs, inspects, and constructs articles and structures of wood, including partitions, counters, doors, window frames, scaffolds, concrete forms, and fences; builds closets, stairways, bookcases, and shelving
- constructs and repairs furniture, equipment and wooden fixtures; performs mill and cabinet work
- lays and repairs floors and floor tiles
- fits and installs doors, windows, sashes, and screens
- operates saws, lathes, planers, shapers, joiners, sanders, band saws and other woodworking equipment
- sharpens, maintains, and services hand and machine tools and various woodworking equipment
- performs glazing and roof repair functions
- plans, organizes, and lays out assigned tasks, coordinates projects with other maintenance personnel, estimates labor and material costs
- prepares requisitions, orders, and maintains an adequate inventory of supplies and materials
- drives a service vehicle to and from work sites
- may perform minor concrete, plaster, rough electrical, plumbing, drywall, and painting repairs on alteration projects

### **QUALIFICATIONS**

**Knowledge of:** Materials, tools, and procedures used in performing a variety of rough and finish carpentry, roof repairs and wall board installation; basic qualities and uses of woods and other related construction materials; building code requirements and the requirements of the State Architectural Service pertaining to school facility construction, maintenance and repair; safe working methods and procedures.

**Ability to:** Skillfully use and maintain tools and equipment in performing rough and finished carpentry, glazing, and roof repair; plan, organize, and lay out carpentry tasks; accurately estimate labor costs and materials; work from blueprints, shop drawings, and sketches; maintain simple records and prepare complete and concise reports; understand and follow oral and written directions; establish and maintain cooperative working relationships.

### **PHYSICAL DEMANDS**

The physical requirements indicated below are examples of the physical aspects that this position classification must perform in carrying out essential job functions:

- will frequently exert 75 to 100 pounds of force to lift, carry, push, pull, or otherwise move objects
- will walk or stand for extended periods of time; will occasionally be required to bend, stoop, crouch, kneel, reach above shoulder level, and/or to ascend and descend a step stool or step ladder, stairs, scaffolding, and ramps
- must possess the ability to hear and perceive the nature of sound
- must possess visual acuity and depth perception
- must be able to provide oral information, both in person and over the telephone and other communication devices
- must possess the manual dexterity to operate hand tools and related equipment, and to handle and work with various materials and objects
- may be occasionally exposed to hot, cold, wet, humid, or windy conditions caused by weather

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

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### **EXPERIENCE AND EDUCATION**

**Experience:** A minimum of four years of paid journey level carpenter experience within the last ten years.

**Education:** Verification of a High School diploma, a GED certificate, or a higher degree; supplemental specific training in the carpentry trade is desirable.

**License Requirement:** Verification of the possession of a valid California Motor Vehicle Operator's License.

**Condition of Employment:** May require Insurability by the District's liability insurance carrier.  
**Finalists scheduled for an interview must provide a current DMV printout (not more than 30 days old) prior to the interview.**