

MAINTENANCE CARPENTER

DEFINITION

Under supervision, to perform skilled carpentry in the alteration, repair, and construction of equipment and structures; and to assist in semiskilled and skilled tasks in other maintenance trade areas.

EXAMPLES OF DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Alters, repairs, inspects, and constructs articles and structures of wood, including partitions, counters, doors, window frames, scaffolds, forms, and fences.
2. Constructs and repairs furniture, equipment, and wooden fixtures.
3. Performs milling and finished cabinet work.
4. Fits and installs doors, windows, sashes, and screens.
5. Removes, repairs, constructs, and installs wood platforms, sidings, ramps, walks, and bleachers.
6. Measures, cuts, and nails dry wall in place.
7. Repairs roofs, removing and replacing plywood, overhangs, and facing boards.
8. Operates saws, lathes, planers, shapers, joiners, sanders, band saws, and other woodworking equipment.
9. Sharpens, maintains, and services hand and machine tools and various woodworking equipment.
10. Orders, inspects, and maintains an inventory of lumber and supplies.
11. Assists with the installation of glass.
12. Moves metal partitions, installing with metal studs.
13. Plans and organizes assigned tasks; estimates labor and material needed; maintains records of work performed and materials used.
14. Drives a District vehicle to and from work sites.
15. Loads, transports, unloads and carries lumber, equipment, and supplies.
16. May provide direction to maintenance assistants.
17. Performs other related duties as required.

QUALIFICATIONS

Knowledge of:

Materials, tools, and procedures used to perform a variety of woodworking tasks; basic qualities and uses of woods and other related construction materials; pertinent building code regulations; safe working methods and procedures.

Ability to:

Skillfully use and maintain tools and equipment used in rough and finished carpentry; work from blueprints, shop drawings, and sketches; perform heavy manual labor; lift, carry, push, and pull heavy objects; work at heights or in confined spaces; bend, stoop, squat, twist and reach; maintain simple records; understand and carry out oral and written instructions; establish and maintain cooperative working relationships; comply with the District's customer service standards, as outlined in Board policy.

Education/Experience:

Any combination equivalent to: Formal or informal education or training that ensures the ability to read and write at a level necessary for successful job performance; three years of skilled carpentry experience. Three years of experience as a CUSD Maintenance Worker will be considered qualifying for Maintenance Carpenter Trainee.

License/Certificate Requirement:

Possession of a valid California Driver's License.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed in an indoor and outdoor setting; with travel from site to site, working from heights and within confined spaces, potential exposure to all types of weather and temperature conditions, noise, dust, grease, fumes, heights, and potentially hazardous chemicals, solvents, and oils.

Physical: Primary functions require sufficient physical ability and mobility to work in an indoor and outdoor school campus setting; lift, carry, push, pull or otherwise move moderately heavy to heavy loads; walk long distances around campus; bend, stoop, squat, and reach; climb ladders; verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction.

Hearing: Hear in the normal audio range with or without correction.