

**Central Valley School District
Job Description #305**

TITLE **Carpenter**

GENERAL SUMMARY

The Carpenter maintains school buildings in top condition to ensure full and productive use of district facilities. He/she is responsible for maintenance, repair and construction of district facilities. To accomplish these tasks the Carpenter must work closely with the staff and administration of Central Valley School District.

ESSENTIAL JOB FUNCTIONS

1. Ability to follow written and oral instructions.
2. Ability to do alterations or minor repairs to buildings.
3. Read and follow prints or building sketches.
4. Repair floors, walls, ceilings, windows, doors, door hardware, keys and locks, furniture, cupboards, weather stripping, tile, gutters, roofs, etc.
5. Build and install cabinets, furniture and other fixtures.
6. Operate all power equipment and hand tools pertinent to carpentry and maintain them in safe working order.
7. Operate heavy equipment such as a backhoe and a front-endloader.
8. Set forms, pour and finish concrete.
9. Lead and instruct helpers as necessary.
10. Supervise Maintenance Helper as necessary.
11. Willing to attend pertinent workshops and training sessions.
12. Perform other duties as assigned.

OTHER FUNCTIONS

REPORTING RELATIONSHIPS

This position reports to the Supervisor of Maintenance

MENTAL DEMANDS

PHYSICAL DEMANDS

Requires prolonged standing, sitting, bending, stooping, crawling and other physical exertion; required to work on ladders and roofs; requires safety awareness on construction, repair and emergency sites; may be required to work during off hours for emergencies; exposed to high noise levels from machines; may be exposed to potentially dangerous conditions; required to wear protective gear; required to work outdoors in inclement weather; required to lift and carry heavy supplies, materials and equipment weighing over forty (40) pounds; required to drive between sites.

QUALIFICATIONS

1. Perform at Journeyman level.
2. Possess a high school diploma or equivalent.
3. Ability to respond to District needs on an "on-call" basis.
4. Maintain appearance and conduct suitable for working with students, other district staff and the public.
5. Hold a current Commercial Driver's License (CDL) and evidence a good driving record.
6. Possess a current First Aid and CPR card.

UNIT AFFILIATION

Maintenance

CONDITIONS

The preceding list of essential functions is not exhaustive and may be supplemented as necessary.

CLASSIFICATION HISTORY

Revised 5/85
Revised 10/96
Revised 12/03
Revised 01/06