

CARPENTER/CABINETMAKER

DEFINITION:

Under general supervision of the Maintenance and Operations Manager, performs skilled carpentry work in the alteration, repair and construction of equipment and structures, including finish carpentry and/or repair on cabinets, bookcases, tables and other furniture used in school, office and maintenance facilities; assumes and performs related work as necessary or required.

CLASS CHARACTERISTICS:

This is a journey-level Carpenter/Cabinet Maker class, having strong skills in working with wood and laminate materials. The incumbent is expected to work independently in laying out and performing highly skilled carpentry/cabinetmaking.

EXAMPLES OF DUTIES:

Alters, repairs, constructs, assembles wooden articles and structures such as partition walls, counters, doors, door and window frames, bookcases, sound walls, tack boards, dry wall, tables, chairs, drawers, desks and a wide variety of furniture and equipment found in school, office and maintenance/repair facilities; *E*

Note : The majority of repairs, alteration or construction of cabinets and related materials involves laminate surfaces, requiring skills and knowledge of adhesives, alignment and laminate mating techniques.

Performs mill and finish carpentry; operates planers, plate joiners and a wide variety of hand and power tools common to the carpentry trade, caring for and maintaining same to ensure their operational readiness; *E*

Works from oral, written instructions, blueprints, interprets technical data and manuals; *E*

Estimates job requirements to produce accurate material and cutting lists, requisitions supplies and materials and maintains inventories; *E*

Directs the work of assigned helpers;

Keeps time, material, labor and other records;

Assists other journey-level crafts and trades in a variety of construction, maintenance, mechanical tasks as assigned;

May install locks in doors and glass in cabinet and other wood structures;

May perform semi-skilled or unskilled work as assigned;

May perform heavy manual labor.

E denotes an essential function of the job.

SUPERVISION:

General supervision is received from the Maintenance and Operations Manager.

Leadership and direction is provided to assigned helpers. Supervision is not exercised over other employees.

MINIMUM QUALIFICATIONS:

Knowledge of:

Methods, materials, tools, equipment utilized in performing journey-level rough and finish carpentry and cabinet making;

Qualities and uses of wood and other construction materials;

Uniform Building Code requirements for carpentry work and related codes pertaining to school buildings;

Appropriate health and safety precautions and procedures;

Shop mathematics applicable to the carpentry trade;

Record keeping systems.

Ability to:

Perform skilled rough, finish carpentry and mill work;

Use carpentry tools and other equipment safely and efficiently;

Work from sketches, drawings, specifications and blueprints;

Interpret and apply codes and regulations related to carpentry and assigned maintenance activities;

Work independently with little direction;

Keep accurate records;

Lead and coordinate the work of assigned helpers;

Plan, layout work; estimate time, material, labor costs;

Work in other trades, maintenance or mechanical areas as assigned where journey level skills are generally not required;

Operate a motor vehicle;

Maintain and secure tools, equipment and working areas utilized in a clean, orderly working condition;

Understand and carry out oral and written instructions;

Establish and maintain cooperative working relationships.

EDUCATION AND EXPERIENCE:

Individuals possessing the foregoing knowledge, skills and abilities are considered to possess education necessary to succeed in this class. The basic educational skills are typically acquired in completion of high school. Job specific skills are typically acquired in post-secondary training in basic construction/carpentry or through one to two years of experience working with a skilled carpenter. At least two years of prior successful work experience performing skilled rough and finish carpentry is required; or experience as a Maintenance Worker in the Ocean View School District which demonstrates the necessary degree of skill competencies indicated above.

LICENSE REQUIRED:

Possession of a valid and appropriate California Driver License.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT:

Stands, walks, climbs stairs and ladders, maintains balance, stoops, bends repeatedly, kneels, and frequently reaches over head to perform work; frequently lifts, pushes, pulls, and carries over 100 pounds; repetitively uses fingers on both hands, twists and exerts pressure with wrists and hands; uses both hands/legs simultaneously; requires rapid mental/muscular coordination; communicates clearly and is able to understand normal voice conversation; requires hearing over a broad range of frequencies; has good depth perception and normal color vision; visual acuity sufficient to see small details and safely operate a District vehicle; works in various lighting conditions; works around a variety of powered and belt driven equipment; uses a telephone; works inside and outside with frequent temperature changes; occasionally exposed to odors, fumes, dust, and toxic materials; has direct contact with District staff and vendors; works without direct guidance from supervisor; wears safety equipment appropriate to the job. Employment is contingent upon passing a physical examination and back evaluation test.

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