

LEAD CARPENTER

JOB SUMMARY

Under general direction, perform skilled carpentry work including rough and finish construction in the repair, alteration, and remodeling of District buildings and facilities. Provide leadership, plan, and organize activities of the shop. May assist other trades person in work which may be outside the field of specialization, requiring aptitude, willingness, and adaptability.

TYPICAL DUTIES

Plan, assign, schedule, provide leadership, and coordinate carpentry jobs needed throughout the district. Plan, layout, and estimate labor and materials for jobs. Build, alter, construct, repair, and/or install furniture, paneling, counters, cabinets, benches, partitions, doors, windows, building framework, wood playground equipment, and trim; replace related building hardware; install prefabricated metal sheds, or build new wooden sheds; hang drywall; form, place, and finish concrete; construct and install chalkboards and bulletin boards; remove old walls; doors, and windows; perform necessary mill and cabinet work, including cutting, installing, and trimming formica; operate power equipment in carpentry shop; calculate, plan, and estimate carpentry time and materials for projects; maintain accurate records and prepare and submit reports accordingly; may provide work direction to part time summer help; read blueprints and specifications for maintenance projects assigned; perform related duties as assigned.

JOB REQUIREMENTS

Any combination of education, training, and/or experience which demonstrates ability to perform the required duties. A typical qualifying background would include at least six years journey level experience in rough and finish carpentry, some of which included supervisory or leadership responsibilities.

Knowledge of:

Specific materials, power and hand tools, and methods used in the building, repair, and maintenance of assigned trade; maintenance activities in other than the field of journey level specialization, such as plumbing, electrical, and the like; general safety practices and procedures; woodworking machines, such as circular saw, bandsaw, radial arm saw, concrete saw, jack hammer, shaper, sander, drill press, and jointer. Building codes and safety regulations related to trade. Training and leadership methods.

Ability to:

Plan, schedule, and direct work of other carpenters in completing work in a timely fashion and meeting deadlines. Prepare estimates of labor and materials costs for proposed projects. Work with a variety of materials use in performing the typical duties listed above; operate power and hand tools common to the carpentry trade; work well with other employees, and staff; understand and carry out oral and written instructions; maintain

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accurate records.

LICENSE

Must possess a valid California driver's license and the ability to maintain qualification for District vehicle insurance coverage.

PHYSICAL ABILITY

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; and talk or hear. The employee frequently is required to walk; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell. The employee is occasionally required to stand.

The employee must regularly lift and/or move up to 50 pounds, frequently lift and/or move up to 100 pounds, and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. The selected candidate must be able to perform the duties of a rigorous work schedule which includes lifting, loading, and unloading, and pass a physical examination and drug screen certifying this ability.