

SAN DIEGO UNIFIED SCHOOL DISTRICT

POSITION DESCRIPTION

TITLE:	Carpenter	REPORTS TO:	Assigned Supervisor
DEPARTMENT:	Physical Plant Operations	CLASSIFICATION:	Classified
FLSA:	Non-Exempt	SALARY GRADE:	048 OSS
REVISED:	November 10, 2015		

BASIC FUNCTION:

Perform skilled carpentry work in the layout, construction, installation, maintenance, and repair of school buildings, structures, and equipment and other items using different types of materials.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but is intended to accurately reflect the principal job elements.)

E = Essential Functions

Erect wall and roof framing for wood, steel or other frame and other construction. **E**

Work with different types of materials such as wood, plastic, fiberglass, steel, aluminum or drywall. **E**

Build and install doors, shelves, cabinets, window frames, stairs, athletic equipment, counters, gates, benches, lockers, handrails, ramps, and partitions; dismantle and erect portable buildings and other structures. **E**

Install floor tiles, laminated plastic counter or table tops, sheetrock, screening, tin, and other materials. **E**

Repair and/ or install stage curtains, pulleys, ropes, winches, presentation boards, signs, carpet edging, baseboards, drywall, and flagpole hardware. **E**

Fabricate specialized cabinets, furniture, or other equipment. **E**

Operate and maintains power saws, joiners, shapers, lathes, sanding machines, drill presses, and other power or hand tools. **E**

Requisition materials needed for jobs. **E**

May direct the work of helpers or apprentices.

Perform related duties as assigned.

MINIMUM QUALIFICATIONS:

EDUCATION AND EXPERIENCE:

Any combination of training, experience, and/or education equivalent to completion of a recognized carpentry apprentice training program; diversified carpenter experience may be substituted for the training requirements on a year-for-year basis.

LICENSES AND OTHER REQUIREMENTS:

Possession of a valid California driver's license and availability of private transportation (mileage expense allowance provided).

Possession of hand tools common to the trade.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Materials, tools, and methods commonly used in rough and finish carpentry.

Safety methods and practices.

Reading and writing English communication skills.

ABILITY TO:

Use materials, tools, and methods commonly used in rough and finish carpentry.

Read blueprints, plans, and specifications and in preparing rough sketches of work.

Estimate materials and labor costs.

Establish and maintain effective working relationships with others showing personality and character suitable for working in schools.

Plan and organize work.

Meet schedules and time lines.

Read, apply, and explain rules, regulations, policies, and procedures.

WORKING CONDITIONS:

ENVIRONMENT:

Indoor and outdoor environments.

PHYSICAL REQUIREMENTS:

Good health, with strength and energy sufficient to maintain a rigorous work schedule involving continuous heavy physical exertion; hearing and speaking to exchange information; seeing to perform assigned duties; standing for extended periods of time; dexterity of hands and fingers to operate tools and equipment; kneeling, bending at the waist and reaching overhead, above the shoulders and horizontally as needed; lifting heavy objects.

NOTE: Designated positions in this job class may be required to have available and operate a personal vehicle capable of hauling heavy and/or bulky materials as defined in procedure 8960. (Transportation expense and vehicle allowance provided.)

Revised 07/01/02

Job Code 8040

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