

CLASS TITLE:

CARPENTER

Class Code: 02336200

Pay Grade: 14G

EO: G

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To perform tasks in the construction, alteration, maintenance and repair of small structures and articles of wood; to keep tools and equipment in working condition; and to do related work as required.

SUPERVISION RECEIVED: Receives work assignments from a superior with considerable latitude for the use of independent judgment in the application of the practices and techniques of the trade; work is reviewed usually upon completion for satisfactory performance.

SUPERVISION EXERCISED: As required, supervises the work of helpers or others assigned to assist.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To do building work such as the construction of small structures and to make required repairs and alterations to such structures.

To make and repair truck bodies and traffic control signs.

To make and repair cabinets, desks, tables, chairs and other furniture.

To install and repair doors and locks.

To make and repair screens and window frames and replace window glass and cords.

To build all types of wood frames for pouring concrete.

To sharpen and repair tools and keep equipment in good condition.

To operate and care for woodworking machinery.

To give simple directions to helpers, laborers or inmate help assigned to assist in the performance of various carpentry tasks.

To be responsible for the operation of a small woodworking shop.

As required, to requisition supplies, keep records and make reports.

To repair roofs and install and repair floor covering.

To erect and climb scaffoldings for interior and exterior repairs.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of the practices, techniques, tools, equipment and materials used in carpentry and skill in the application of such practices and techniques; a working knowledge of various kinds of wood, its adaptability and uses; a working knowledge of safety measures and precautions; skill in the use and care of woodworking tools and equipment; the ability to work from plans and specifications and to follow rough sketches and oral and written instructions; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: completion of eight school grades; and

Experience: Such as may have been gained through: employment as a journeyman carpenter.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

SPECIAL REQUIREMENT: At the time of appointment must be physically qualified to perform assigned duties as evidenced by a physician's certificate.

Class Revised: April 27, 1986

Editorial Review: 3/15/03