

General Summary of Position

Construct install and repair structures and fixtures of wood, and plywood. Perform tasks involving physical labor at residential, commercial, and multi-family projects. Operate a variety of hand and power tools. Clean and prepare sites, dig trenches, erect scaffolding, clean up rubble and debris and remove waste materials, assist other craft workers.

Job Tasks

- Study specifications in blueprints, sketches, or building plans to prepare project layout and determine dimensions and materials required.
- Shape or cut materials to specified measurements, using hand tools, machines, or power saws.
- Follow established safety rules and regulations and maintain a safe and clean environment.
- Measure and mark cutting lines on materials, using a ruler, pencil, chalk, and marking gauge.
- Install structures or fixtures, such as windows, frames, floorings, trim, or hardware, using carpenters' hand or power tools.
- Assemble and fasten materials to make frameworks or props, using hand tools and wood screws, nails, dowel pins, or glue.
- Remove damaged or defective parts or sections of structures and repair or replace, using hand tools.
- Material handling and storage.
- Load and unload trucks and haul and hoist materials.
- **Provide Feedback** - *It is important that feedback be timely. Acknowledge really good work just as readily as you would address work that needs improvement. It can be easy to take good performance for granted and only point out problems. Employees appreciate balance, honesty, and fairness.*

The above statements are intended to describe the general nature and level of work performed by employees assigned to this position. They are not intended to be an exhaustive list of all responsibilities, duties and skills required of personnel so classified. Duties and responsibilities may be added or changed as deemed appropriate by management at any time.

Knowledge, Skills and Abilities

- Knowledge of proper use of equipment, materials and supplies used in residential & commercial construction work.
- Some knowledge of first aid and applicable safety precautions.
- Ability to work independently and complete daily activities according to work schedule.
- Ability to lift heavy objects, walk and stand for long periods of time and perform strenuous physical labor under adverse field conditions.
- Ability to communicate orally and in writing.
- Ability to use equipment and tools properly and safely.
- Ability to understand, follow and transmit written and oral instructions.
- Ability to meet attendance schedule with dependability and consistency.
- Must be able to lift, push, pull or carry objects, use abdominal and lower back muscles
- Requires good manual dexterity (hand, hand with arm, two hands) and multi-limb coordination.
- Noise level is generally loud.
- Must be able to quickly move arms and legs.

Employee Signature: _____

Date: _____