



JOB TITLE:	CARPENTER	DIVISION:	BRIDGE
REPORTS TO:	CHIEF LABORER	EEO CATEGORY:	O7 – SKILLED
FLSA:	NON-EXEMPT	SAFETY-SENSITIVE:	YES (Public Safety)
CLASSIFICATION:	REPRESENTED	LOCATION:	SAN FRANCISCO

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

Position Summary

Under general supervision, performs skilled carpentry work in connection with the construction, alteration, maintenance and repair of District structures, installations and facilities. Operates power-driven woodworking equipment. assembles materials and tools needed. Coordinates with other departmental personnel in connection with carpentry activities. Prepares routine records and reports of time worked and materials used.

Essential Responsibilities

- Performs carpentry duties in connection with a wide variety of building construction, alteration, maintenance, and repair projects.
- Builds and repairs furniture for District offices and shops.
- Operates power-driven shop woodworking machinery and equipment.
- Plans work programs and sequences; and requisitions lumber and tools needed for assigned projects.
- Prepares estimates for carpentry repairs.
- Prepares routine work records of time and materials used.
- Reads blueprints and work orders.
- Knows and follows the safety and health rules and safe working practices applicable to his or her job.
- Establishes and maintains effective working relationships with District employees, customers, vendors and all others contacted during the course of work using principles of excellent customer service.
- Performs additional related duties as assigned.
- Regular and reliable attendance and performance is required

Required Knowledge, Skills and Abilities

Knowledge of:

- Occupational health and safety rules and working practices applicable to this position
- General carpentry methods and procedures

**Skill in or Ability to:**

- Use of tools and power-driven woodworking equipment.
- Work with wood, gypsum board, roofing materials and plastic laminates.
- Work from drawings and sketches.
- Keep accurate records of time and materials used.
- Carry out work assignments with a minimum of supervision.
- Adhere to safe work practices.

Minimum Qualifications**Education and/or Experience:**

Completion of a recognized apprenticeship in the craft or equivalent and three years of experience as a journey level carpenter.

Required License:

Must possess and maintain a current, valid California driver's license and satisfactory driving record. No reckless driving and DUI infractions within the last 7 years. No more than 2 moving violations within the last 3 years. May operate District vehicles.

Physical Requirement:

Work is performed outside in varying weather conditions. Must be able to perform heavy manual labor. Ability to load and unload materials. Work may be performed under hazardous traffic conditions. Ability to work standing up for long periods. Must be able to stoop, bend and lift up to 100 pounds with assistance. Must be able to work at heights. Must be willing to work overtime. May work in areas where poison oak may be present. Will be required to wear a respirator, or other safety gear.