

MAINTENANCE CARPENTER I

Class Definition

Under supervision, performs semi-skilled work in the construction, maintenance, repair, and alteration of City-owned buildings, facilities, and equipment.

Distinguishing Characteristics

Maintenance Carpenter I is the semi-skilled level in the Maintenance Carpenter series. Incumbents perform routine carpentry and structural maintenance and repair tasks. This class differs from Maintenance Carpenter II in that incumbents of the latter perform the full range of journey-level carpentry work with little or no supervision.

Typical Tasks

(An incumbent may not be assigned all duties listed, nor do the examples cover all duties which may be assigned.)

Performs semi-skilled carpentry tasks in the construction, maintenance, repair and alteration of City owned buildings, facilities, and equipment.

Builds and repairs tables, shelves, bleachers, wooden fixtures, equipment, and specialized structures.

Applies sheet rock, tape, texture, paint and varnish; installs paneling, trim, walls, partitions, floor, ceiling tile, and forms for concrete; makes routed signs, cabinets, and bins.

Performs rough and finished carpentry work and repairs to City-owned buildings, structures, and equipment.

Performs hand and bench work in carpentry shop; operates planer, joiners, drill presses, power saws, and other wood working machinery.

May perform skilled carpentry tasks under the close supervision of a Maintenance Carpenter II.

Performs related duties as required.

Knowledge, Abilities, and Skills

Knowledge of standard practices, methods, materials and tools of the carpentry trade.

Knowledge of the safety hazards and the precautions of the trade.

Ability to plan, lay-out, and perform routine and semi-skilled rough and finished carpentry work.

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Ability to maintain inventory records.

Ability to work from simple sketches and blue prints.

Ability to follow oral and written instructions.

Ability to establish and maintain effective working relationships with others.

Skill in the use and care of standard carpentry tools and power driven wood-working machinery.

Minimum Qualifications

One year of full-time paid experience in carpentry, general building repair and maintenance, or completion of a recognized carpentry apprenticeship program.

Necessary Special Requirements

Possession of a valid California Driver's License at time of appointment.

APPROVED: _____

Director of Personnel

DATE: _____

MR/CW/po/09/12/87