

## **BURBANK UNIFIED SCHOOL DISTRICT**

**CLASS TITLE: CARPENTER**

**BASIC FUNCTION:**

Under the direction of the Trades Supervisor, perform skilled, rough and finish carpentry work in the alteration, repair and construction of facilities, equipment and structures.

**REPRESENTATIVE DUTIES:**

Perform carpentry work, such as constructing, installing or replacing cabinets, shelves, tables, counter tops, cabinet doors and paneling; repair wood furniture and hang and repair doors.

Perform rough carpentry for new and repair work; repair damage to wall, floors, roofs and other damaged structures; builds forms.

Replace broken windows; install glass and windows, interior and exterior walls or their surfaces.

Build partitions; construct walls using paneling and other decorative materials; replace and repair partitions, ceiling, broken tiles and other items.

Perform mill and cabinet work, such as constructing and installing cabinets and bookshelves.

Perform a variety of maintenance repair duties; adjust, repair and maintain bulletin boards, chalkboard and venetian blinds.

Operate saws, lathes, planers, shapers, jointers, sanders, hand saws and other wood working machinery; maintain and service tools and equipment.

Observe and comply with Federal, State and local building, health and safety codes and regulations under the direction of the Trades Supervisor.

Maintain routine records related to carpentry work and assignments.

Operate a District vehicle to conduct work.

Perform related duties as assigned.

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**

Equipment utilized in the carpentry trade.

Materials, tools, shop math and procedures used in performing rough and finished carpentry.

Basic qualities and uses of various woods and other construction materials.

Health and safety regulations.

Repair methods for furniture and floor, ceiling and roofing tile.

Technical aspects of field of specialty.

Proper methods of storing equipment, materials and supplies.

Basic record-keeping techniques.

**ABILITY TO:**

Perform skilled rough and finish carpentry work in the alteration, repair and construction of facilities, equipment and structures.

Utilize carpentry tools and machines.

Install and repair floor and ceiling tiles.

Work from blueprints, rough drawings and sketches.

Work independently with little direction.

Maintain routine records.

Plan and organize work.

Lift objects weighing up to 80 pounds using safe and proper methods and/or equipment. Move objects weighing over 80 pounds using safe and proper methods and/or equipment.

Use a variety of tools and machinery used in the basic trade.

Observe legal and defensive driving practices.

Work cooperatively and effectively with others.

Complete assignments in an efficient and timely manner.

**EDUCATION AND EXPERIENCE:**

Any combination equivalent to: sufficient training and experience to demonstrate journey-level skill in the carpentry trade.

LICENSES AND OTHER REQUIREMENTS:

Valid California driver's license.

WORKING CONDITIONS:

Work includes indoor and outdoor environment; subject to adverse weather conditions, lifting and climbing.