

JOB TITLE	DEPARTMENT	REPORTS TO
Carpenter	Maintenance	Executive Director of Facilities & Maintenance or Maintenance Operations Project Manager

<b>Position No:</b> 81048	<b>Length of Work Year:</b> 12 Months
<b>Salary Schedule:</b> CWN	<b>Date Approved:</b> 8/26/96
<b>FSLA:</b> Non-exempt	<b>Date Revised:</b> 8/14/07; 8/19/15; 11/3/15; 5/30/18

JOB GOAL
To assume responsibility for the safe condition of specific structural elements to insure compliance with specifications.

MINIMUM QUALIFICATIONS
<ol style="list-style-type: none"> <li>1. Accredited High School Diploma or GED.</li> <li>2. Valid Florida driver's license.</li> <li>3. Five years previous experience in the carpentry trade.</li> <li>4. Considerable knowledge of the standard practices, methods, materials and tools and equipment of the carpentry trade.</li> <li>5. Knowledge of the occupational hazards and safety precautions of the carpentry trade.</li> <li>6. Ability to lay-out, participate and oversee the work of others.</li> <li>7. Ability to make accurate estimates of time and materials.</li> <li>8. Ability to work from specifications, plans, and blueprints and rough working sketches.</li> <li>9. Ability to follow both verbal and written instructions and apply them in a productive manner.</li> <li>10. Ability to perform the functions of the position.</li> <li>11. Personal basic hand tools are required.</li> <li>12. Successful completion of a Physical Capacity Test specific to the essential functions and measured physical demands of the position.</li> </ol>
DUTIES AND RESPONSIBILITIES
<ol style="list-style-type: none"> <li>1. To demonstrate the ability to represent the Maintenance Department and the District in a cooperative and professional manner when working on a school site or dealing with the public.</li> <li>2. To perform assigned tasks in a timely and efficient manner.</li> <li>3. To perform assigned tasks to a high standard of quality.</li> <li>4. To plan and lay out work from specifications, blueprints sketches, and oral instruction.</li> <li>5. To properly use and maintain District vehicles and equipment.</li> <li>6. To use full range of hand and power woodworking tools, machines, and techniques.</li> <li>7. To assume responsibility for the safe condition of structural elements in the facilities owned or operated by the District.</li> <li>8. To maintain accurate records.</li> <li>9. To determine which repair jobs may be performed by carpenters and maintenance workers on the staff and which must be performed by outside contractors and advises the maintenance foreman accordingly.</li> <li>10. To recommend supplies and equipment for purchase and maintains the inventory of District-owned hand tools, equipment, hardware, materials and supplies.</li> </ol>

11. Works with local building requirements of local building codes and comply with the building codes as directed by the St. Lucie County Schools building administrator.
12. To observe all safe work practices when using tools, equipment and chemicals.
13. To perform such other duties as may be assigned by the supervisor.

**PHYSICAL DEMAND CLASS:**

Very Heavy (VH) - Frequent lifting and carrying of objects weighing 50-100 pounds. Infrequent lifting and carrying of objects weighing in excess of 100 pounds. Continuous standing and/or walking is required to carry out duties. Occasional 'walking at a fast pace and/or running may be required.

For the Position of: **CARPENTER**  
**PDC Test Level: HEAVY**

The physical demands described here are representative of those that must be met by an employee to successfully perform the functions of this job. Candidates will be required to successfully complete the following job specific tests prior to being recommended to the School Board for hire.

**Job Specific Task I**

**Task Simulated:** Moving/handling equipment

**Equipment Used:** NIOSH Box weighted to 65 lbs.

**Description of Task Simulation 1:** The candidate will demonstrate ability to lift the 65 lb. box from the floor using the lower handles to carry move it 2-feet to then return it to the floor. This will be done for one (1) repetition.

**Job Specific Task II**

**Task simulated:** Lifting materials above waist

**Equipment Used:** Overhead lift box with side-bar handles weighted to 50 lbs.

**Description of Task Simulation 2:** The candidate will demonstrate ability to lift the 50 lb. box from the floor using the side handles to carry it for 20-feet, then lift it to shoulder height followed by returning it to the floor. This will be done for one (1) repetition.

**Job Specific Task III**

**Task simulated:** Ladder usage

**Equipment Used:** Step ladder

**Description of Task Simulation 3:** The candidate will demonstrate ability to climb up and down the secured ladder at a self-determined pace using 3-point contact for a total of 20 rungs climbed. This will be done for one (1) repetition.

**Job Specific Task IV**

**Task Simulated:** Tool/Material Handling

**Equipment Used:** Fine Motor handling activity, 10 lb. hand weight

**Description of Task Simulation 4:** The candidate will demonstrate ability to assume stoop, squat/crouch or kneel to reach to the floor to perform a fine motor handling activity for 1-minute followed by a transition to standing and lifting a 10 lb. weight from the floor to hold it overhead for 1-minute in the overhead position. This will be done for one (1) repetition.