CITY OF CONCORD CLASS SPECIFICATION

CLASS TITLE: CARPENTER JOB CODE: 2630
DEPARTMENT: GENERAL SERVICES DATE: 02/08

REPORTS TO: FACILITIES MAINTENANCE SUPERVISOR

JOB SUMMARY:

Performs skilled carpentry work in the construction, maintenance, alteration, and repair of buildings, structures, equipment, and other structures made all or partially of wood. Performs minor plumbing and electrical work as necessary.

ESSENTIAL JOB FUNCTIONS: (All responsibilities may not be performed by all incumbents.)

Performs general rough and finish carpentry construction, alteration, and maintenance work on wooden structures, buildings, scaffolding, forms, fences, signs, furniture, truck bodies and sideboards, and other fixtures such as barricades, sand boxes, show stakes, and storage areas.

Operates power saws and other standard carpentry and cabinet-making tools to make cabinets, counters, bookcases, desks, bulletin boards, moldings, window casings, and other wooden articles.

Maintains and repairs carpentry equipment and tools.

Performs rough plumbing tasks such as sweating copper fittings for sinks; modifies pipe fittings for steam systems and sprinkler systems; fixes leaks and removes obstructions of such systems.

Repairs and installs hot water heaters, toilets, urinals, faucets, and other similar fixtures.

Performs general electrical duties, including installing and repairing panel boxes, breakers, and conduit wiring.

Operates trucks and equipment for winter snow removal from airport runways, roadways, and pedestrian walkways on an emergency and seasonal basis.

Repairs door locks.

Repairs concrete walkways.

Calculates job costs as directed.

Performs other related duties as assigned.

MATERIAL AND EQUIPMENT USED:

Band Saw Table Saw Leveler

Radial Arm Saw Pipe Threader Chop Saw

Various Types of Carpentry, Plumbing, and Electrical Hand Tools

MINIMUM QUALIFICATIONS REQUIRED:

Education and Experience:

High School diploma or GED; and,

Additional apprenticeship training in carpentry, plumbing, and/or electrical systems; and,

One to two years of experience as journeyman carpenter; or,

Any combination of education, training and experience which provides the required knowledge, skills and abilities required for the job.

Licenses and Certifications:

Valid New Hampshire Class (B) Commercial Driver's License.

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of:

Methods, materials, and equipment used in the carpentry trade.

Construction and maintenance methods and practices.

Fire sprinkler systems.

Irrigation system sprinklers.

Skill in:

Design and completion of rough and finish carpentry.

Use of tools, materials, and equipment in the carpentry trade.

Mental and Physical Abilities to:

Read construction plans, blueprints, and specifications.

Follow both written and oral instructions.

Read and interpret documents such as safety rules, operation and maintenance instructions, procedure manuals, etc.

Add, subtract, multiply, and divide whole numbers, common fractions, and decimals.

Interpret a variety of technical instructions with concrete variables.

Perform duties while intermittently sitting, standing, stooping, walking, bending, or crouching.

Frequently lift light and occasionally heavy objects.

Climb ladders.

Use tools or equipment requiring a high degree of dexterity.

Distinguish between shades of color.

Working Conditions:

Work is performed in a very noisy place.

Work exposes the employee to dust, dirt, grease, machinery with moving parts, and irritating chemicals.

Work is performed outdoors, occasionally in cold or inclement weather.

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Work requires the use of protective devices such as masks, goggles, or gloves.

This class specification should not be interpreted as all inclusive. It is intended to identify the essential functions and requirements of this job. Incumbents may be requested to perform job-related responsibilities and tasks other than those stated in this specification. Any essential function or requirement of this class will be evaluated as necessary should an incumbent/applicant be unable to perform the function or requirement due to a disability as defined by the Americans with Disabilities Act (ADA). Reasonable accommodation for the specific disability will be made for the incumbent/applicant when possible.