

CLASSIFIED JOB DESCRIPTION

CARPENTER/GLAZIER

JOB SUMMARY:

Under general supervision, performs journeyman new and maintenance carpentry work including rough and finished construction in connection with repair and remodeling jobs; installs and/or replaces related building hardware, and performs other duties as assigned.

ESSENTIAL JOB FUNCTIONS:

- Repairs and glazes windows, salad bars, marquees, doors, ramps, door jambs, countertops, bookcases, furniture, and cabinets.
- Replaces mirrors, windows, and doors.
- Purchases equipment and supplies related to trade.
- Transports self, materials, and work aides.
- Estimates cost for labor and materials.
- Fabricates frames for mirrors and window parts.
- Installs and builds cabinets, storage units, partitions, and countertops.
- Remodels office and/or workspace.
- Hangs doors.
- Installs and replaces related building hardware.
- Performs rough framing and exterior finish (new and repair).
- Documents labor hours, and records materials used and tasks completed.

ESSENTIAL JOB REQUIREMENTS - QUALIFICATIONS:

- Evidence of four years recent successful experience as a journeyman in the same field or four years successful experience in an entry level within the District, including four successful years of evaluations.
- Ability to read blueprints, estimate time and material for job orders, train and direct efforts of others effectively, and communicate and interact effectively and professionally under pressure. Must have ability to drive a light truck or van to and from jobs.
- Knowledge of methods, tools, equipment materials, and means of transportation for the particular journeyman tasks.
- High school diploma or GED required.
- Graduation from a recognized trade school, or completion of equivalent training and experience.
- Must possess a valid California driver's license. Must have a good driving record. Must be insurable under the District's insurance program and must maintain insurability.
- May be required to carry a pager on nights and weekends and respond to emergency calls.
- Must be willing to complete asbestos and lead training, and perform asbestos and lead removal.

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Classified Salary Schedule: Range 38
BOARD APPROVED: 4-3-2001
REVISION DATES: 10/19/04
10/14/20
07/17/23
08/09/2023