TO:     All Departments

FROM:   Patience Talley, Director of Community Centers & Programs

DATE:

RE:     Job Posting for a Carpenter Maintenance

A job posting exists in the Parks and Recreation Division for a Carpenter Maintenance. If this position is not filled by a current employee of the city within ten (10) working days of this notice. It will be open to the public on __3/9/2023__.

**DEFINITION/DISTINGUISHING CHARACTERISTICS OF JOB**

Under general supervision, is responsible for carpentry work of average difficulty; performs related work as required.

**EXAMPLE OF DUTIES**

Lay out, cuts, fits and joins lumber to construct, remodel and repair buildings; installs painting, paneling, acoustical ceilings and floor covering, remolds offices and other existing structures; build rough work sheds, drain boxes, makes and repairs cabinets, desks and other furniture, molding, window sashes and other articles; repairs roofing may supervise maintenance workers; uses a variety of hand and power tools.

**MINIMUM QUALIFICATIONS**

Knowledge, Abilities and Skills

Skill in the use and care of hand and power tools. Good knowledge of carpentry procedures and techniques. Ability to understand and follow oral and written instructions.

Training and Experience

Considerable experience in carpentry work.

**WORKING CONDITIONS AND PHYSICAL REQUIREMENTS**

Works inside and outside; is exposed to cuts, bruises and broken bones from falls and injury from power saws and other equipment; requires standing, climbing, stooping and bending; frequently lifts heavy objects.

Appropriate driver's license.