

MAINTENANCE CARPENTER II

Class Definition

Under general supervision, performs skilled and semi-skilled work in the construction, maintenance, repair, and alteration of City-owned buildings, facilities, and equipment.

Distinguishing Characteristics

Maintenance Carpenter II is the skilled level in the Maintenance Carpenter Series. Incumbents perform carpentry and structural maintenance and repair tasks which range from routine to complex in nature. Assignments and instruction may be given orally or in the form of rough sketches or blueprints, depending on difficulty and complexity. Work is generally performed independently and inspected upon completion. Maintenance Carpenter II differs from Maintenance Carpenter I in that incumbents of the latter perform routine and semi-skilled carpentry duties under close supervision.

Typical Tasks

(An incumbent may not be assigned all duties listed, nor do the examples cover all duties which may be assigned.)

Performs skilled tasks or assists journey-level crafts workers in the major modification, renovation, and remodeling of City-owned buildings, facilities, and equipment.

Builds and repairs tables, shelves, bleachers, wooden fixtures, equipment, and specialized structures.

Repairs damage to doors, floors, windows, partitions, roofs and other structural items.

Assists others in performing general building maintenance work on motorized equipment, electrical fixtures, and plumbing.

Maintains records of maintenance and repairs performed on equipment, fixtures, and buildings.

Provides lead direction to assigned helpers.

Performs related duties as required.

Knowledge, Abilities, and Skills

Considerable knowledge of the standard practices, methods, tools, and equipment of the carpentry trade.

Knowledge of the methods, tools, and equipment used in building maintenance and repair work.

Knowledge of the hazards and safety precautions of the trade.

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Ability to plan, lay out, and perform carpentry work of varying difficulty.

Ability to maintain records of maintenance and repair work performed.

Ability to work from sketches and blueprints.

Ability to perform minor mechanical and electrical repairs.

Ability to follow oral and written instructions.

Ability to establish and maintain effective working relationships with fellow employees and representatives of other departments.

Ability to estimate costs from plans or job site inspections and to determine necessary materials.

Ability to provide lead direction to subordinates.

Skill in the use and care of carpentry and building maintenance tools and equipment.

Minimum Qualifications

Two years of full-time paid journey level carpentry experience.

Necessary Special Requirements

Possession of a valid California Driver's License at time of appointment.

APPROVED: _____

Director of Personnel

DATE: _____

MR/CW/po/09/12/87

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