

MAINTENANCE WORKER (CARPENTER)

GENERAL STATEMENT OF DUTIES: Performs semi-skilled carpentry work; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: Under direct supervision, assists with the performing of a variety of carpentry work in the maintenance, repair, and construction of structures and equipment made of wood or associated materials. Work assignments are initiated by oral instructions or written work orders and are checked during the course of and upon completion of the job by superiors.

EXAMPLES OF WORK: (Illustrative Only)

Assists in measuring, marking and arranging materials according to blueprint;

Cuts and shapes materials such as wood, plastic, fiberglass and drywall with hand and power tools (i.e.: chisels, planes, electric drills and saws);

Assists with the repairing and constructing of miscellaneous items of wooden structure such as word benches, tables, cabinets, signs, etc.;

Assists with the repairing and replacing of floors, roofs, wall sidings, doors, and underpinnings;

Assists with the installation of partitions, walls, and doors;

Assists with the repair and installation of locks, door checks, sash cords, windows;

Assists with the erection of scaffolding;

Builds forms for pouring concrete;

Inspects wooden structures for safety of operation.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Good knowledge of the tools, techniques, and terminology associated with the carpentry trade; good knowledge of general mathematics; familiarity with the safety precautions of mechanical trades; ability to perform carpentry skills; ability to understand and follow simple oral and written instructions; ability to get along well with others; mechanical ability; manual dexterity; good eye and hand coordination; good sense of balance; physical condition commensurate with the duties of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Either: (a) graduation from high school or possession of a high school equivalency diploma and two (2) years of carpentry experience; or (b) completion of a vocational program or apprenticeship program in carpentry or building trades; or (c) three years of experience in carpentry work under the supervision of a skilled carpenter; or (d) a satisfactory equivalent combination of the foregoing training and experience.

SPECIAL REQUIREMENT FOR APPOINTMENT IN SCHOOL DISTRICTS:

In accordance with the Safe Schools Against Violence in Education (SAVE) legislation, Chapter 180 of the Laws of 2000, and by the Regulations of the Commissioner of Education, candidates for appointment in school districts must obtain clearance for employment from the State Education Department prior to employment based upon a fingerprint and criminal history background check.

Towns, Villages, Cities of Rye
and Peekskill, School Districts,
Special Districts
J.C.: Non-competitive

Job Class Code: 0469 (Municipalities)
S469 (School Districts)