

MIAMI-DADE COUNTY PUBLIC SCHOOLS

JOB DESCRIPTION

CLASS TITLE: Carpenter II

JOB CODE: 6021(HO)/6501(H2)
Temp: 6043(H1)

DEPARTMENT: Facilities Operations, Maintenance **SCHEDULE:** HO,H1,H2 **DATE:** 10/19/16

BASIC OBJECTIVES

The Carpenter II (Journeyperson) performs skilled work independently under the guidance of a foreperson or other supervisory personnel and in accordance with the standard practices of the carpentry trade. Journeyperson level work includes, but is not limited to:

- installing, altering, maintaining and repairing of millwork and rough and finish carpentry work;
- using knowledge and experience of the trade to determine a method or to devise a means to accomplish the assigned job; and
- interpreting technical data from sketches, blueprints, schematics, and service manuals.

JOB TASKS/RESPONSIBILITIES

1. Performs tasks by using the standard tools, materials, codes, methods and safe practices of the carpentry trade.
2. Oversees use of and operates power driven and manually operated equipment and tools.
3. Builds, installs and repairs:
 - a. finished carpentry: floors, decks, molding, casings, stairs, baseboards, and other finish materials; fits and hangs doors, fits and sets windows;
 - b. rough carpentry: pouring forms, scaffolding, framing and concealed structural work; and
 - c. millwork: cabinets, shelving and other specialty items of similar nature with fine wood finish or laminate finish.
4. Prepares wood surfaces to receive and applies paint, stain or other dressings.

5. Determines materials and equipment required; oversees their use, security and disposition; maintains records.
6. Maintains records regarding materials, equipment and job assignments.
7. Directs work of assigned staff.
8. Ensures that assignments are completed in conformance with instructions and applicable codes in a timely and cost effective manner.
9. Stays current with codes and technological methods and advances of this trade.
10. May operate M-DCPS or personal vehicle for functions outlined in job description and to locations specified by work orders or as otherwise directed.
11. Performs other related tasks as instructed.

PHYSICAL REQUIREMENTS

This is heavy work which requires the following physical activities: climbing, balancing, bending, stooping, kneeling, crouching, crawling, twisting, reaching, sitting, standing, walking, pushing, pulling, lifting, finger dexterity, grasping, feeling, repetitive motions, talking, hearing and visual acuity. The worker is exposed to heat, noise, vibrations, hazards and atmospheric conditions. The work is performed indoors and outdoors.

MINIMUM QUALIFICATION REQUIREMENTS

1. Written evidence of graduation from high school or equivalent.
2. Ability to read, write and understand oral and written instructions.
3. Acceptable written evidence of a minimum of four (4) years of diversified experience in the carpentry trade, including either two (2) years experience as a journeyman or successful completion of an acceptable formal training program.
4. Successful completion of the applicable trade M-DCPS skills test. (6021)
5. Possession of a valid Florida Class E driver's license.
6. Satisfactory completion of a physical examination prior to hire date.