

FACILITIES CARPENTER I
FACILITIES CARPENTER II

DEFINITION

To perform a variety of skilled journeyworker level carpentry and related tasks in the construction, remodeling, repair and maintenance of City facilities.

DISTINGUISHING CHARACTERISTICS

Facilities Carpenter I - This is a journey level class in the carpentry series. Carpenters in this class are assigned routine skilled carpentry tasks. Under the training concept of growing excellence in craft, positions allocated to the Facilities Carpenter II level which become vacant may reasonably be filled at the I level.

Facilities Carpenter II - The carpenter at this level acts with independence, handles “master” craftsworker projects, and assumes the more complex activities which would otherwise require the attention and coordination of the Facilities Maintenance Supervisor. Positions in this class are flexible staffed and are normally filled by advancement from the I level. When filled from the outside, they require prior journey level experience.

SUPERVISION RECEIVED AND EXERCISED

Direction is provided by the Facilities Maintenance Supervisor.

Technical supervision may be provided to less senior facilities staff members, on a job-for-job basis.

EXAMPLES OF DUTIES

Depending on assignment, duties may include but are not limited to the following:

1. Remodels offices in City facilities. Takes down walls, doors and windows, reinstalls new walls and cuts in new doorways.

EXAMPLS OF DUTIES (continued)

2. Installs, repairs and replaces doors, door closures, windows, floors, roofs, and other structural appurtenances.
3. Builds and repairs wooden fixtures and office furniture of all kinds.
4. Fabricates new cabinets, bookshelves and countertops.
5. Performs maintenance and repair work on all city buildings, rental units, and on private residences involving Police damage to the premises.
6. Rescreens screen doors and window screens.
7. Fabricates tack boards and bulletin boards.
8. May perform allied craft work in the course of maintaining City facilities.

Facilities Carpenter I

QUALIFICATIONS

Experience and Training

Equivalent to completion of a regular carpentry apprenticeship and two years of varied journeyworker carpentry experience involving both new construction and maintenance carpentry work.

License:

Possession of a valid Class III California Driver's License.

Knowledge, Abilities and Skills

- A. Knowledge of tools, materials and standard practices of the carpentry trade.
- B. Knowledge of the qualities of various woods and related building materials and their suitability and use in specific situations.
- C. Knowledge of Federal, state, and county municipal building codes.

Knowledge, Abilities and Skills (continued)

- D. Knowledge of Occupational Safety and Health Act safety requirements, and related devices and equipment.
- E. Ability to skillfully use carpentry and related tools and equipment.
- F. Ability to work from sketches, drawings, blueprints, plans, specifications and instruction manuals, and independently make necessary corrections.
- G. Ability to follow verbal and written directions.

Facilities Carpenter II

In addition to the requirements for Facilities Carpenter I:

Experience:

Two years of experience performing duties comparable to those of a Facilities I for the City of Hayward.

Ability to:

Skillfully use carpentry tools in cabinet work and new construction/remodeling.

Facilities I (326) / Facilities II (327)

May 1966

Revised July 1983

Revised May 1987

AAP GROUP: 17

FPPC STATUS: Non-Designated

FLSA STATUS: Non-Exempt