



**JOB INFORMATION**

Job Code	NB43B
Job Description Title	Carpenter II
Pay Grade	ST10
Range Minimum	\$37,170
33rd %	\$42,120
Range Midpoint	\$44,600
67th %	\$47,080
Range Maximum	\$52,030
Exemption Status	Non-Exempt
Approved Date:	1/1/1900 12:00:00 AM
Legacy Date Last Edited	12/15/2011

**JOB FAMILY AND FUNCTION**

Job Family:	Production & Skilled Trades
Job Function:	Carpentry

**JOB SUMMARY**

Constructs, erects, installs, and repairs structures and fixtures throughout campus ensuring the projects are completed and are in working order.

**RESPONSIBILITIES**

- Prepares for campus carpentry projects by ensuring the proper tools, equipment and supplies are available at the job site.
- Performs and completes indoor and outdoor general maintenance and repair projects throughout campus, including (but not limited to) responding to flooded buildings due to weather emergencies.
- Cleans equipment, tools and shop area including disposing of hazardous products to maintain the equipment and area in a safe and operational manner.

**SUPERVISORY RESPONSIBILITIES**

Supervisory Responsibility	May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.
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**MINIMUM QUALIFICATIONS**

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only be utilized when the candidate does not meet the minimum requirements.

**MINIMUM EDUCATION & EXPERIENCE**

Education Level	Focus of Education		Years of Experience	Focus of Experience	
High School	High School Diploma or equivalent	And	4 years of	Experience in carpentry practices	

Substitutions Allowed for Experience	Yes
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*Substitution allowed for Experience: When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.*

## MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Works under minimal supervision.  
 May periodically assist in orientation, training, assigning and checking the work of lower level employees or be designated as lead worker.

## MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/Desired
DL NUMBER - Driver License, Valid and in State	Any State	Upon Hire	Required

## PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category: Other

## PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing					X	
Walking					X	
Sitting			X			
Lifting	X					
Climbing				X		
Stooping/ Kneeling/ Crouching				X		
Reaching					X	
Talking				X		
Hearing					X	
Repetitive Motions					X	
Eye/Hand/Foot Coordination					X	

## WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme cold				X	
Extreme heat				X	
Humidity				X	
Wet				X	
Noise				X	
Hazards				X	
Temperature Change				X	
Atmospheric Conditions				X	
Vibration				X	

### Vision Requirements:

Ability to see information in print and/or electronically and distinguish colors.

