

**JOB DESCRIPTION**

**CARPENTER**

**A. Job Title:**

Carpenter

**B. Job Function:**

An employee in this classification is engaged in construction, maintenance and repairs of all district buildings, equipment, and furniture.

**C. Reporting to:**

Director of Operations or designate

**D. Illustrative Examples of Work:**

1. Plans, draws, and builds a variety of millwork projects
2. Completes work on construction and renovation projects
3. Assists with planning and estimating construction projects
4. Maintains and repairs district buildings, fencing, furniture and grounds equipment
5. Installs and repairs locks and related hardware; cuts keys as required
6. Performs drywall applications, cement finishing, and flooring application
7. Completes minor welding projects
8. Maintains equipment, tools, and inventory
9. Picks up and delivers equipment, furniture and freight
10. Removes snow and ice and sands or salts from parking areas, sidewalks and driveways

11. Performs other job-related duties

**E. Required Abilities and Qualifications:**

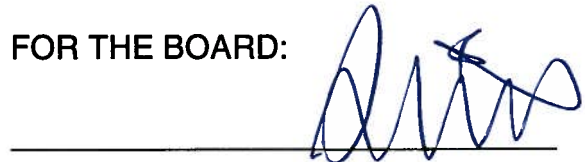
1. Grade 12 or equivalent
2. Certificate of Qualification in the trade with inter-provincial endorsement
3. Valid Class 5 driver's license
4. WHMIS Certificate
5. Demonstrated knowledge of current BC Building Code
6. Demonstrated ability to plan, organize and estimate carpentry jobs
7. Physical ability to perform the job duties
8. Ability to communicate effectively
9. Ability to work co-operatively with the public, staff and suppliers
10. Ability to work independently

FOR THE UNION:



Cheryl MacLeod

FOR THE BOARD:



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REVISED: Jan. 21, 2011  
January 21, 2010  
NEXT SCHEDULED REVISION: Jan, 2016

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