

## **SCHOOL DISTRICT NO.5 (SOUTHEAST KOOTENAY)**

### **JOB DESCRIPTION**

**JOB TITLE:** JOURNEYMAN - CARPENTER

**JOB SUMMARY:** An employee hired to perform skilled carpentry maintenance work of the school district. A general expectation that "cross-trade" co-operation will be expected. This employee is responsible to an assigned supervisor.

#### **QUALIFICATIONS REQUIRED:**

1. Grade 12 or equivalent
2. Valid British Columbia Driver's License
3. Valid British Columbia or Interprovincial Journeyman Certification
4. Minimum four years' experience in all areas of the carpentry, construction and building trades.

#### **MUST HAVE THE ABILITY TO:**

1. Communicate effectively, orally and in writing.
2. Maintain confidentiality.
3. Proven ability to troubleshoot and solve problems related to the position.
4. Be self directed, flexible and work independently.
5. Work with disagreeable conditions.
6. Operate, maintain and repair a wide variety of specialized tools and equipment related to the certification required.
7. Read and understand specialized and technical material related to the carpentry, construction and building trades.
8. Work under pressure and meet deadlines.
9. Identify and apply a wide range of mathematical, physics and design concepts.
10. Keep current with all codes and regulations pertaining to the position.
11. Understand the safety requirements of working with hazardous materials and/or situations.
12. Co-ordinate work with other trades.
13. Develop work methods to handle assigned tasks.
14. Fabricate jigs and parts as required.
15. Perform the physical requirements of the job.

#### **RESPONSIBILITIES AND DUTIES:**

1. Inspect, diagnose, ascertain and repair district buildings, construction equipment and furniture.
2. Responsible for the purchase of supplies and services relating to the position.
3. Maintain material inventories.
4. Provide information to school district of potentially serious and/or dangerous situations.

5. Liaise with community agencies and general contractors.
6. Maintain, clean, service, adjust or repair tools and equipment related to the position.
7. Assist with the technical design of new buildings and renovations.
8. Comply with all codes and regulations related to the position.
9. Perform other job related duties.