CHICO UNIFIED SCHOOL DISTRICT
SENIOR MAINTENANCE WORKER - CARPENTER

DEFINITION
Under direction, to perform a variety of skilled maintenance and repair work in the areas of rough and finish carpentry, cabinet work, roof repair, fence building, concrete work, welding and other related areas.

SUPERVISION EXERCISED
May exercise technical and functional supervision over lower level staff.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES
- Perform the full range of skilled carpentry work, including in the areas of rough and finish carpentry, cabinet work, roof repair, fence building, concrete work, welding and other related areas.
- Receive work orders; confer with supervisors and building administrators to determine work priorities; confer with originators regarding desired finished product; determine exact specifications of work requested; estimate supplies, materials and costs of repair projects; requisition necessary materials, parts, supplies, tools and equipment.
- Construct or remove buildings, partitions, playground equipment and equipment enclosures.
- Construct, install, adjust, align and fit or replace doors, door frames and jams, windows, ceilings, bookcases, shelving, bulletin boards, baseboards, paneling and molding using a variety of materials, including wood, steel, aluminum, tin, plaster and drywall.
- Construct cabinets from various materials, including wood, plywood, particle board and high density laminate; assemble and fasten cabinets with nails, glue, screws, dowels and contact cement; install hinges, locks and related hardware.
- Repair roofs; inspect roofs for water marks, stains, or breaks, loose or missing shingles, cracks and damaged or defective flashing and drain gutters; replace roof composition; patch hot mop and/or rock roofs.
- Build fences; dig holes for posts; set posts in concrete; tie posts together with wood or wire fencing; hang gate; make adjustments as needed.
- Perform concrete work; prepare ground to correct grade; install forms at desired grade and height; pour concrete into forms; screen top to level; jitterbugs if needed and at proper time of curing; trowel concrete and lines; level edges; remove forms after concrete has cured.
- Prepare materials to be welded; perform skilled welding work using gas, arc, mig and spot welding equipment.
- Read and interpret blueprints and schematics.
- Maintain records of work performed; maintain records and inventory of materials, supplies, tools and equipment; prepare and submit reports.
- Operate heavy equipment when required; operate light trucks, trailers, or other equipment to move, haul and deliver materials, equipment and maintenance supplies; load and unload materials and equipment.
- Operate a variety of hand and power tools and equipment necessary in the performance of assigned duties, including drills, levels, routers, files, sheet metal shears, trowels and saws.
- Clean work areas at sites and at shop; clean and maintain tools and other equipment.
- Follow preventative maintenance schedules where appropriate.
- Check buildings and equipment to locate needed repairs and maintenance; report unsafe conditions to supervisors.
- Perform related duties and responsibilities as assigned.

JOB RELATED AND ESSENTIAL QUALIFICATIONS
Knowledge of:
- Practices, methods, techniques, materials, tools and equipment used in rough and finish carpentry work, roof repair, fence building, concrete work, welding and related areas at the journey level.
- Laws, codes and regulations pertaining to assigned area.
- Occupational hazards and standard safety practices necessary in the area of maintenance and repair work.
- Terminology used in maintenance and repair work.
- Basic mathematical principles.
Chico Unified School District
Senior Maintenance Worker – Carpenter, con’t

- Safe driving principles and practices.

**Skill to:**
- Operate a wide variety of hand and power tools and power equipment required for assigned trades work in a safe and effective manner.
- Operate a motor vehicle safely.

**Ability to:**
- Perform a full range of skilled carpentry and related maintenance and repair duties under minimal supervision.
- Interpret and apply the policies, procedures, laws, codes and regulations pertaining to assigned area.
- Maintain and repair buildings and related structural facilities and furnishings.
- Read, interpret and apply a wide variety of technical information from manuals, drawings, specifications, layouts, blueprints and schematics.
- Evaluate new products and recommend usage.
- Estimate time, materials and equipment required for assigned jobs.
- Plan and organize work to meet schedules and deadlines.
- Prepare and maintain accurate and complete records.
- Understand and follow oral and written instructions.
- Establish, maintain and foster positive and harmonious working relationships with those contacted in the course of work.

**Experience and Training Guidelines:**
*Any combination equivalent to experience and training that would provide the required knowledge, skills and abilities would be qualifying. A typical way to obtain the knowledge, skills and abilities would be:*

**Experience:**
- Four years of carpentry and related building trades experience.
- Must be at least 21 years of age.

**Training:**
- Formal or informal education or training which ensures the ability to read and write at a level necessary for successful job performance supplemented by completion of a formal apprenticeship program.

**License or Certificate:**
- Possess an appropriate, valid driver's license.
- Ability to obtain Certification of Asbestos Training is highly desirable.

**Special Requirements:**
*Essential duties require the following physical skills and work environment:*
- Please refer to the Job Analysis.