

BOARD OF SCHOOL TRUSTEES OF SCHOOL DISTRICT #61  
(GREATER VICTORIA)

CLASSIFICATION

CARPENTER

JOB SUMMARY

responsible to the appropriate supervisor through the assigned foreman

performs carpentry duties as assigned

JOB CHARACTERISTICS

constructs, maintains, and repairs buildings and furnishings such as:- new construction, furniture, millwork, shelving, cupboards, in accordance with existing codes and regulations relating to carpentry i.e. doors, door frames, windows sills, window frames, suspended ceilings, enclosures, floors, sidewalks, partitions, insulation, caulking, sheathing ceilings, stairs, drywall, paneling, baseboards, mouldings, countertops, wood and metal furniture and equipment, vinyl asbestos tile or linoleum sheet goods

mixes, pours, and finishes concrete

operates and maintains power and hand tools necessary to carry out carpentry duties

erects and disassembles scaffolding, ladders etc. as required and works from same

reports promptly to the appropriate foreman or supervisor, any mechanical failures or body damage to School Board vehicles, equipment and tools

cleans works areas, equipment and tools

performs duties in compliance with safety regulations

performs other assigned duties related to the above

JOB QUALIFICATIONS (Con't)

must possess a certificate of apprenticeship as issued or recognized by the Province of B.C. OR a certificate of trade qualification as issued or recognized by the Province of B.C. for a posted vacancy as of March 10, 1988.

must be physically able to perform all duties as noted in Job Characteristics

should possess a valid B.C. driver's licence

maintains a cooperative working relationship with other workers, supervisory, and teaching staff, students and the public.

March 11/88