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| **JOB DESCRIPTION** | | | | | | |
| **DATE:** | | | | | | |
| COMPANY: |  | | JOB TITLE: | | CONSTRUCTION CARPENTER | |
| DEPARTMENT: |  | | CURRENT INCUMBENT: | |  | |
| DIRECT SUBORDINATES: |  | | INDIRECT SUBORDINATES: | |  | |
| BRIEF DESCRIPTION: | | The post of a construction carpenter consists of constructing, erecting, installing, and repairing structures and fixtures made of wood, plywood, and wallboard, using carpenter’s hand tools and power tools. | | | | |
| QUALIFICATIONS & REQUIREMENTS: | | * A diploma in carpentry from a recognised vocational school; * Ability to use logic and reason to identify the strengths and weaknesses of alternative solutions; * Ability to determine the kind of tools and equipment needed to do a job and to monitor gauges, dials, or other indicators to make sure a machine is working properly. | | | | |
| COMPETENCIES: | | * Attention to Detail — Job requires being careful about detail and thorough in completing work tasks. * Dependability — Job requires being reliable, responsible, and dependable, and fulfilling obligations. * Initiative — Job requires a willingness to take on responsibilities and challenges. * Cooperation — Job requires being pleasant with others on the job and displaying a good-natured, cooperative attitude. * Integrity — Job requires being honest and ethical. | | | | |
| TASKS: | | * Assemble and fasten materials to make framework or props, using hand tools and wood screws, nails, dowel pins, or glue; * Build or repair cabinets, doors, frameworks, floors, and other wooden fixtures used in buildings, using woodworking machines, carpenter's hand tools, and power tools; * Follow established safety rules and regulations and maintain a safe and clean environment; * Inspect ceiling or floor tile, wall coverings, siding, glass, or woodwork to detect broken or damaged structures; * Install structures and fixtures, such as windows, frames, floorings, and trim, or hardware, using carpenter's hand and power tools; * Measure and mark cutting lines on materials, using ruler, pencil, chalk, and marking gauge; * Remove damaged or defective parts or sections of structures and repair or replace, using hand tools; * Shape or cut materials to specified measurements, using hand tools, machines, or power saw; * Study specifications in blueprints, sketches or building plans to prepare project layout and determine dimensions and materials required; * Verify trueness of structure, using plumb bob and level. | | | | |
| LINES OF COMMUNICATION: | | Specify | | | | |
| WORKING CONDITIONS: | | Indicate whether the position is half time or full time. List any unique working conditions such as hours  etc. | | | | |
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| SIGNATORIES: | | | | | |  |
|  | NAME: | | | DATE: | | SIGNATURE: |
| INCUMBENT: |  | | |  | |  |
| LINE MANAGER: |  | | |  | |  |
| HR MANAGER: |  | | |  | |  |