|  |
| --- |
| **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. |
|  |  |  |
|  |  |  |
| SIGNATORIES: |  |
|  | NAME: | DATE: | SIGNATURE: |
| INCUMBENT: |  |  |  |
| LINE MANAGER: |  |  |  |
| HR MANAGER: |  |  |  |