

ORANGE COUNTY CLASS SPECIFICATION

TITLE: MAINTENANCE CARPENTER II **GRADE:** 9

TITLE ABBREVIATION: MAINT CARP II **TITLE NO.:** 6457

JURIS.CL: NC **SALARY CODE:** 01 **UNIT:** **EEO CODE:** SC **FLSA CODE:** NE

DEPARTMENT: VARIOUS **DIVISION:**

SUPERVISOR'S TITLE: VARIOUS

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for the skilled performance of a variety of carpentry and related building trades tasks. Employees in this class are given specific instructions regarding assignments, but have leeway to exercise independent judgment in planning the details of each job. This class differs from Maintenance Carpenter I by virtue of the variety and complexity of the carpentry tasks performed and the increased responsibilities to lead and direct workers assigned to their crew. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Makes woodworking repairs of buildings including roofs, floors and ceilings;
2. Makes and repairs cabinets, desks, tables and other office furniture;
3. Oversees and/or participates in construction carpentry;
4. Oversees and/or makes repairs to buildings as required;
5. Installs and repairs acoustical ceilings, windows and walls;
6. Builds and installs form work for concrete construction using raw wood materials;
7. Builds and installs formwork utilizing Symons concrete forms;
8. Cuts, ties and installs rebar for concrete pours;
9. Operates a variety of hand and power tools;
10. Maintains carpentry shop;

-Continued-

11. Does minor painting, masonry and related building trades work.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Good knowledge of the common practice, tools, terminology, and safety precautions of the trade; working knowledge of practices of other skilled trades; ability to work from plans and specifications and rough sketches; ability to follow oral instructions; ability to operate woodworking machinery; ability to lay out work; ability to rig and work from scaffolds; ability to apply various finishes to concrete surfaces; ability to direct the work of others; ability to communicate orally; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

- (A) Possession of certificate reflecting completion of trade school carpentry program or apprenticeship and one (1) year of carpentry experience; OR
- (B) Three (3) years of carpentry experience.

SPECIAL REQUIREMENT: Must possess at time of appointment and maintain a valid driver's license.

| REVISED: 10/23/17 AT