

ORANGE COUNTY CLASS SPECIFICATION

TITLE: MAINTENANCE CARPENTER III **GRADE:** 10

TITLE ABBREVIATION: MAINT CARP III **TITLE NO.:** 6458

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: This is work involving responsibility for efficient and skilled performance of a variety of carpentry and other work requiring a good knowledge of the trade. Work is performed under general supervision with considerable leeway for the planning of the details of each assignment. Oversees the work of assigned crew. This class differs from that of Maintenance Carpenter II in the degree of carpentry skill required and the complexity of the tasks assigned. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Oversees and participates in construction, both interior and exterior, of structures for assigned department;
2. Responsible for repairs, renovations and remodeling of existing buildings;
3. Responsible for renovation and repair of historical buildings to period authenticity;
4. Makes and repairs cabinets, tables and other furniture as required;
5. Does all preliminary work for carpentry projects including estimating costs and materials, comparison pricing of needed materials and compilation of all information needed for the purchase order;
6. Responsible for selection of materials to be used in assigned projects;
7. Participates in the maintenance, grooming and operation of the winter sports facilities;
8. Operates a variety of hand, power tools and other equipment as required;

9. Maintains carpentry shop;
10. Does painting, masonry and related building trades work as necessary.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Thorough knowledge of the common practice, tools, terminology and accident precautions of the trade; good knowledge of practices of other skilled trades; good knowledge of restoration and historic renovation methods; ability to work from plans and specifications; ability to follow rough sketches and oral and written instructions; ability to operate woodworking machinery; ability to lay out work; ability to rig and work from scaffolds; ability to direct the work of others; 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 two (2) years of carpentry experience; OR
- (B) Four (4) years of carpentry experience.

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

ADOPTED: 5/9/90
EEO CODE UPDATE: 11/29/90
REVISED: 1/7/91
JURIS CL UPDATE: 5/7/91
REVISED: 9/29/97 kmg
REVISED: 4/28/98 kmg
REVISED: 04/17/00 kmg
REVISED: 6/6/03 MF
REVISED: 10/27/03 lc
EEO CODE UPDATE: 7/19/12