

**THE TREVINO GROUP
JOB DESCRIPTION**

Job Title: Carpenter

FLSA Status: Non-Exempt

Reports To: Expeditor

Revised Date: October 2015

SUMMARY

Responsible for designing, building, installing, and repairing structures, fixtures, furniture, and other items using different types of materials including wood and steel.

DUTIES AND RESPONSIBILITIES

1. Prepare the layout of the project.
2. Estimate height, width, length, and other proportions.
3. Select materials.
4. Work with blueprints or instructions from supervisors.
5. Work with materials such as wood, plastic, fiberglass, or drywall.
6. Utilize chisels, planes, saws, drills, and sanders to repair and erect structures.
7. Join materials with nails, screws, staples, or adhesives.
8. Work on top of stilts, ladders, and the top beams of buildings.
9. Check work along the way to ensure it's up to code and specifications.
10. Use levels, rules, plumb bobs, framing squares, and surveying equipment to ensure everything is level and secure.
11. Work with prefabricated buildings.
12. Build stairs, mantles, and furniture.
13. Install cabinets and molding.
14. Remodel homes and businesses.
15. Create structures for pouring concrete.
16. Erect scaffolding.
17. Build tunnel bracing.
18. Build concrete forms for tunnel or sewer construction project.
19. Replace panes of glass, ceiling tiles, and doors.
20. Repair or build furniture.
21. Install partitions, doors, and windows.
22. Move and install machinery.

REQUIREMENTS

- High school diploma or GED equivalent.
- Five (5) years previous construction experience
- Excellent verbal and written communication skills.
- Thorough knowledge of construction process, practices and documentation.

WORKING ENVIRONMENT

- Normal Working Environment
- May be working in construction areas where noise, dust, and potential for hazards are evident.
- Must be able to lift up to 50 pounds
- Must be able to push/pull up to 100 pounds
- May be climbing on ladders
- May be walking on scaffolding
- May be exposed to heat, cold, fumes, fluorescent and other types of lighting, sterile areas and loud noises.