



JACKSON SCHOOL DISTRICT

Jackson, New Jersey

TITLE: **MAINTENANCE - CARPENTER**

- QUALIFICATIONS:**
1. High School Diploma or GED
 2. Be clean and neat in appearance
 3. Ability to read blueprints
 4. Possess a valid New Jersey Driver's License
 5. Proficient in two (2) of the following trades with a working knowledge of the remainder:
 - a. Air Conditioning and Heating
 - b. Carpentry
 - c. Masonry
 - d. Painting
 - e. Plumbing
 - f. Glazing
 - g. Floor tiling
 - h. Roofing
 6. Ability to operate all required power tools and or equipment
 7. Basic computer knowledge
 8. Required criminal history background check and proof of U.S. Citizenship or legal resident alien status

REPORTS TO: Directly responsible to Facilities Supervisor

ESSENTIAL JOB FUNCTIONS:

1. Directly responsible to Facilities Director/Supervisor.
2. Shall be employed on a twelve (12) month basis with work day as determined by Facilities Director/Supervisor.
3. Shall perform all duties in accordance with the negotiated agreement between the Board of Education and Teamsters Local No. 97.
4. Shall perform all duties in the most efficient manner possible and cooperate with any/all Facilities Director/Supervisors and the co-workers in the interest of the school system.
5. Shall wear uniform provided by the Board of Education.
6. Ability to lift 75 pounds at least 20% of the time, bend, lift, squat, crawl, perform repetitive motions, climb stairs and ladder, work at heights, shovel, work in the elements, stand for long periods of time, and work and handle a hand truck
7. Shall perform duties assigned by Facilities Director/Supervisor such as, but not limited to:
 - a. Carpentry
 - b. Masonry
 - c. Painting
 - d. Plumbing
 - e. Tiling
 - f. Lay out job assigned and complete same in a professional manner
8. Physically move and twist to complete normal daily responsibilities.
 1. Ability to stand, sit and walk for long periods of time.
 2. Ability to operate all required power tools and equipment.
 3. Ability to assist with snow removal as necessary
 4. Perform any other tasks assigned by Facilities Director/Supervisor including working with departments within the Facilities Department.
 5. Perform any other tasks assigned by any Facilities Director/Supervisor or designee where circumstances prevent assignment through the chain of command described herein.

**TERMS OF
EMPLOYMENT:**

Salary and work year to be determined by the board.

EVALUATION: Performance of this job will be evaluated in accordance with state law and provisions of the board's policy on evaluation of non-certified staff.

APPROVED BY: Board Agenda DATE: 4/24/12

REVISED: 1/21/14