Santa Barbara Unified
Every child, every chance, every day

Santa Barbara Unified School District

Classified Job Description

Title: Senior Carpenter

Salary Schedule Range: 50

Purpose of Position: To perform a variety of master-level rough and finish carpentry, mill work, cabinetry, and other tasks required to repair, alter, construct or reconstruct, install and maintain structures and furnishings.

Reports To: Maintenance Supervisor

Employment Status: Full-time (FLSA non-exempt)

Location: Maintenance & Operations

Essential Functions:
Perform skilled carpentry work in the maintenance, repair, alteration and construction of buildings, facilities, structures and equipment; assure compliance with building, health and safety codes, and standards.

Construct, form, frame, finish, maintain and repair various items and woodwork such as partitions, forms, cabinets, doors, shelving, fixtures, furniture, countertops, tables, decks, stairways, cases, scaffolding and fences; construct and maintain walls, floors, ceilings and roofs as directed.

Install, maintain and replace windows, lockers, bulletin boards, white boards, playground equipment and other equipment as directed.

Plan, organize and lay out assigned tasks; draw rough sketches, plans and working drawings of construction jobs; interpret plans, diagrams, blueprints, sketches, specifications, and work orders.

Train and act as Subject Matter Expert (SME) for other carpenters.

Provide input regarding the work performance of carpenters.

Participate in the construction, framing and remodeling of classrooms, offices and other District buildings as needed; mix, pour, place, shape and finish concrete.

Operate and maintain a variety of carpentry equipment including saws, shapers, routers, lathes, drills, grinders and various hand and power tools used in the trade.

Participate in department-wide projects and assist other trades workers with maintenance and repair projects as directed.

Estimate labor, material and equipment needed for assigned projects; requisition and maintain adequate materials to complete projects.

Inspect work done by contractors for adherence to codes and specifications; collaborate with District staff, architects, and inspectors.

Maintain service records, inspection records, and other documentation as needed.

Drive a vehicle to and from work sites, suppliers and contractors.

Perform related duties as assigned.

Maintain punctual and consistent attendance.

Working Conditions & Physical Demands:
Indoor and outdoor work environments; working in narrow crawl spaces, on ladders or scaffolding; working in or around dust and fumes, flying debris or nails; working around students.

Dexterity of hands and fingers to operate hand and power tools; bending at the waist, kneeling, crouching, or reaching above the head to store, retrieve or affix materials; hearing and speaking to exchange information; seeing to perform skilled work and read blueprints, drawings or diagrams; lifting and carrying heavy equipment or materials.

Driving a vehicle to conduct work.

Knowledge, Skills and Abilities:
Advanced knowledge of the tools, equipment, materials, methods, standards and techniques used in skilled carpentry work.

Ability to perform skilled carpentry work in the maintenance, repair, alteration and construction of buildings, facilities, structures and equipment.

Ability to operate power tools, hand tools, and related equipment.

Ability to read and interpret blueprints, schematic drawings, sketches, manuals, or work orders.

Ability to meet schedules and timelines.

Ability to work safely and productively around students.

Ability to understand and follow oral and written instructions, and to convey instructions to others.

Ability to work cooperatively and collaboratively with District staff, co-workers, architects, vendors and suppliers, and other professionals when needed; work independently with limited direct supervision.

Ability to operate a computer and proprietary or mass market software such as MS Office, Google Docs and GMAIL.

Skill in maintaining simple and concise records and preparing accurate reports.

Education, Training and Experience:
Graduation from high school and five to seven (5-7) years of experience in the trade, preferably in a public sector or commercial setting.

Additional Requirements:
Valid California Class C driver's license.