

Carpenter I & II

Genesee County Parks & Recreation Commission

GENERAL STATEMENT OF DUTIES:

Performs complex and highly technical tasks in the completion of special projects for the Genesee County Parks and Recreation Commission. Works independently under the direction of the Parks Superintendent. Performs related duties as required.

STATEMENT OF TASKS:

Reads and interprets blueprints, drawings, and technical specifications;
Measures, cuts, and assembles wood and other materials using hand and power tools;
Installs structures and fixtures such as windows, doors, flooring, cabinets, drywall, and framing;
Repairs or replaces damaged frameworks or structures;
Ensures projects are completed to specifications and building codes;
Maintains a clean and safe work environment;
Develops and maintains collaborative working relationships with all Parks Divisions;
Assists in the development and recommendations of long-term plans and sustainability in relation to the assigned special projects;
Provides project coordination for assigned special projects;
Monitors and coordinates the construction process of assigned special projects;
Assists Staff with planning documents.

The statement of tasks above is intended to be sufficient to identify the class and be illustrative of the many duties that may be assigned. It should not be interpreted to describe all the duties an employee assigned to this class may be required to perform.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Ability to understand and carry out complex oral and written directions.
Ability to read technical documents and drawings.
Ability to understand math and geometry.
Knowledge of building codes and regulations.
Detailed knowledge of safety policies and procedures.
Proficient skills in using carpentry tools, equipment, and materials.
Skilled experience with framing, cabinetry, roofing, flooring.
Ability to work independently or as part of a team.
Ability to maintain good interpersonal relationships and communicate effectively.

MINIMUM QUALIFICATIONS:

High school diploma or equivalent; vocational training or apprenticeship preferred, AND minimum five (5) years proven experience as a carpenter or similar role.

SPECIAL REQUIREMENTS:

Must be willing to work weekends, holidays, and irregular hours.
Possession of valid Michigan driver's license.
Must be willing to wear prescribed work uniform.
Ability to physically perform the assigned work.

CARPENTER II

MINIMUM QUALIFICATIONS:

- Five (5) years' experience working as a Carpenter I.
-OR-
- High school diploma or equivalent, AND minimum ten (10) years proven experience as a carpenter or similar role.