

CLASS TITLE: CARPENTER II

PURPOSE OF THE CLASSIFICATION: Under general supervision performs a variety of rough and finish carpentry work at a journeyman level, and other related assigned duties.

ESSENTIAL TASKS:

- Operates a variety of power hand tools and equipment and a variety of light automotive equipment
- Builds and repairs cabinets, tables, shelves, desks, and a variety of other wood fixtures
- Builds rough wooden structures such as fences, playground equipment, and specialized public facilities
- Performs general carpentry construction, alteration work and remodeling on buildings, windows, doors, roofs and outdoor furniture, including painting, floor and ceiling coverings, sheet rock and concrete/cement
- Rekeys existing locks and sets up master systems for buildings
- Performs highly skilled finish carpentry on display cases, cabinets, and fine wood furnishings when necessary
- Works from blueprints, sketches, and verbal instructions in performing tasks
- Orders supplies and materials
- May act as a lead person over a small crew of workers

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

QUALIFICATIONS:

Training and Experience: Graduation from high school or possession of a General Educational Development Certificate (GED), and five (5) years' experience in carpentry work, including two (2) years in finish and cabinet carpentry; or an equivalent combination of training and experience per Personnel Policies and Procedures, Section 128.

Knowledge, Abilities, and Skills: Considerable knowledge of the standard practices, methods, tools, and materials of the carpentry trade; and considerable knowledge of the occupational hazards and safety precautions of the trade. Ability to plan, design, lay out, and perform difficult finish carpentry tasks; ability to make simple estimates of time and materials; ability to read and work from blueprints and sketches; ability to lead the work of a small crew of helpers; ability to read and follow written instructions; ability to write clearly and legibly; and the ability to understand and influence the behavior of others within the organization, customers, or the public in order to achieve job objectives and cause action or understanding. Skill in the use of tools, power equipment, and materials common to the carpentry trade.

Physical Requirements: Physical requirements include standing and walking; occasional lifting, pushing, and pulling up to 60 pounds; occasional reaching; frequent balancing, kneeling, bending, crawling, handling, feeling, climbing, smelling and twisting; and vision, speech, and hearing sufficient to perform essential tasks.

Licenses and Certificates: Possession of a valid Oklahoma Class "D" Operator's License; some positions within this classification may require a valid Class "B" Commercial Driver's License (CDL) with an airbrakes endorsement.

WORKING ENVIRONMENT: Working environment is primarily indoors and occasionally outdoors, and in inclement weather. May be exposed to the following: hazardous materials, flammable liquids, traffic, cramped work areas, excessive dust, weather/temperature extremes, cutting/chipping/grinding, damp/wet surfaces, snow/ice surfaces, insect bites, poisonous plants, overhead power lines, toxic fumes/vapors/odors, high noises, oily surfaces, and refuse/garbage/litter.

Class Code: 7505

EEO Code: N-07

Pay Code: LT-18

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Group: Labor and Trades

Series: Equipment and Plant Management

Effective date: June 1, 1996