CUNY CLASSIFIED CIVIL SERVICE

Position Description:  

Title: Carpenter (CUNY)

Code: 04899 (Competitive)

Date: 11/05/01R

GENERAL STATEMENT OF DUTIES AND RESPONSIBILITIES:

Under supervision, does installation and repair work involving rough, finish and general carpentry; performs related work.

EXAMPLES OF TYPICAL TASKS:

Installs, repairs, and replaces flooring, partitions, window frames and sashes, door frames and doors, and other related components of buildings and structures.

Installs, repairs and replaces boardwalks, fences and screens.

Builds and repairs tool boxes, movable and fixed sashes, doors and wooden office furniture, playground, park and school equipment.

Builds and rebuilds wooden components of trucks.

Is familiar with, uses, and operates both hand and power tools and equipment.

Works from blueprints and drawings.

Maintains and accesses job related records and information utilizing manual and electronic systems.

May supervise assigned personnel.

Follows all appropriate safety procedures in the performance of assigned tasks.
QUALIFICATION REQUIREMENTS:

1. Five (5) years of full-time satisfactory experience as a Carpenter acquired within the last 10 years; OR

2. Three (3) years of experience as described in (1) above, plus sufficient training of a relevant nature acquired in an approved trade or vocational high school or an apprenticeship program to make up a total of five (5) years of acceptable experience. Six (6) months of acceptable experience will be credited for each year of approved trade or vocational school training.

DIRECT LINES OF PROMOTION:

FROM: None

TO: Supervisor Carpenter (TC# 92071)
     Supervisor of Mechanics (TC# 90774)