

# Carpenter – Job Description

**Reports to:**    Owner             Crew Supervisor         Operations Manager

## Summary:

The Carpenter is responsible for completing a variety of job tasks involving general carpentry, finish carpentry, framing, and formwork to assist with the completion of landscape construction projects. Job responsibilities will also require performing general labor duties when requested.

## Core Capabilities:

- Customer and quality focus
- Effective communication skills (both verbal and written)
- Team work
- Excellent problem solving abilities
- Responsibility and dependability
- Ethics and integrity

## Job Duties:

- Assist in the preparation of jobsites prior to the beginning of a project
- Operate various hand tools, power tools, and equipment used to complete carpentry duties, including: circular saw, table saw, router, pneumatic nail gun, ramset, drills, and other tools used for measuring, cutting, fastening, and drilling
- Prepare layouts and build foundations
- Build walls and install partitions
- Assist in building decks and fences
- Assist in framing for concrete installation projects or labor for landscaping projects
- Assemble, erect, and dismantle scaffolding, rigging, and hoisting equipment
- Assist in building and installing platforms, scaffolding, ramps, and ladders
- Help to schedule and co-ordinate work on jobsites
- Load and unload materials, tools, and equipment required to complete landscape construction projects
- Perform preventative maintenance on tools and equipment by conducting inspections, lubricating, and cleaning on a daily basis
- Read and interpret blueprints, structural drawings, and specifications to perform work activities and calculate requirements
- Supervise a team of 1 to 3 employees
- Complete and submit daily paperwork reporting time and job costs
- Be equipped with appropriate PPE at all times. Ensure any laborers/crew members also equipped with appropriate PPE
- Comply with all company policies and regulations
- Work in accordance with all local health and safety laws and regulations

## Requirements:

- Completion of high school, some college/CEGEP/vocational or technical training
- Minimum 3-5 years of experience with general carpentry, finish carpentry, framing, and formwork

- Capable of operating required equipment and tools in a safe and responsible manner
- Time management skills
- Ability to read and interpret blueprints, drawings, and specifications
- Must possess a valid driver's license with a good driving record
- Knowledge of specific materials, methods, tools and equipment required to complete various landscape/construction practices
- Ability to work both independently with little supervision, and as part of a team
- Ability to walk, stand, crouch for long periods of time and carry out strenuous physical tasks
- Speak, read, and write English

**Work Conditions:**

- Ability to work with hand tools, power tools, small engine equipment, and materials
- Ability to lift a minimum of 50 lbs. repeatedly through an entire work shift
- Ability to work in a fast paced environment
- Requires good manual dexterity
- Excellent stamina is required
- Work near heavy equipment and other vehicles on a regular basis
- Work outdoors in various conditions including heat and humidity, rain, dust, noise, and cold
- Must be able to work flexible hours with occasional weekend work