

Physical Plant Carpenter Helper

POSITION SUMMARY: Carpenter helpers aid master carpenters in the construction of buildings, furniture, cabinetry and other objects using wood. Carpenter helpers assist by holding and retrieving necessary wood and tools, cleaning up and performing simple tasks such as hammering or removing nails. Responsible for maintaining a supporting role with preventive maintenance schedules and helping with repairs as needed.

ESSENTIAL FUNCTIONS:

- X The Carpenter Helper performs physical activities that require considerable use of your arms and legs and moving your whole body, such as climbing, lifting, balancing, walking, stooping, and handling of materials.
- X The Carpenter Helper develops specific goals and plans to prioritize, organize, and accomplish their work in support of the master carpenter.
- X The Carpenter Helper cleans work areas, machines, and equipment, to maintain a clean and safe jobsite.
- X The Carpenter Helper erects scaffolding, shoring, and braces to make it safe for the Carpenters.
- X The Carpenter Helper supports all phases of fabrication and installation.
- X The Carpenter Helper must have the skill to understand written sentences and paragraphs in work related documents and in some cases read blueprints.
- X The Carpenter Helper manages one's own time and the time of others.
- X The Carpenter Helper should be capable of completing work order tickets.

QUALIFICATIONS: High school diploma or GED required. Two (2) years of experience in construction or facilities maintenance. Must be able to read and follow instructions of the master carpenter. Must be familiar with working with various construction materials and tools. Possess good oral and written communication skills. Possess a valid Mississippi driver's license.

REPORTS TO: Structural Foreman

FLSA STATUS: Full time; non exempt