

The University of Akron  
**Classification Specification**

<b>Job Title:</b>	Carpenter	<b>Job Code:</b>	94002
<b>Job Function:</b>	Staff	<b>Grade:</b>	07
<b>Job Family:</b>	Bargaining Unit	<b>FLSA:</b>	Non-Exempt
<b>SOC Description:</b>	5000 Facilities Management Division	<b>Date:</b>	7/12

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**Job Summary:**

Under general supervision from supervisor perform semi-skilled and unskilled carpentry work.

**Essential Functions:**

30-40% Perform interior and exterior building maintenance repair of rough and finish carpentry work such as remodeling buildings, repairing roofs, installing and repairing of ceilings, doors, floors, building and restrooms and other partitions.

20-40% Repair and install door openers for ADA compliance. Assist with repair and installation of glass, door closers, locks, other hardware and Plexiglas fixtures along with other glazing systems. Caulk and seal windows, doors, skylights and framework.

15-60% Design, build, repair and install furniture such as counters, cabinets, benches and partitions. Fabricate and install customized/specialty items such as cabinets and moldings.

10% Select materials, coordinate activity with other trades, clean and remove trash and maintain shop equipment and vehicles.

10% Secure unprotected openings (windows, doors) until next work day (call-ins, emergencies).

0-10% Complete work, time and material usage reports. Perform other duties as assigned by Superintendent/Supervisor.

**Education:**

Requires high school diploma or GED.

**Licenses/Certifications:**

Valid Ohio Driver's License.

**Experience:**

Requires a minimum of 2 years experience in the carpentry field. Ability to operate and use standard powered and nonpowered carpentry tools and equipment such as hammers, saws, screwdrivers, drills, chisels, table saws, routers and surface planers required. Ability to perform mathematics associated with trade applications (fractions, ratios, percentages) required. Ability to read, write and accurately follow oral, written and graphic instructions required. Must be able to interpret drawings and blueprints.

**Leadership:**

Responsible for directing and monitoring the work of student and/or temporary workers.

**Physical Requirements:**

Must be able to lift 80 pounds without assistance and demonstrate bending, crouching and lifting. Must be able to climb a ladder, scaffolding and work on rooftops.

**Working Conditions:**

Routine exposure to heat, cold, moisture/wetness, inclement weather and noise. May involve exposure to chemical substances, hazards and moving parts. Overtime/Call-ins may be mandatory based on University need.

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The intent of this classification specification is to provide a representative summary of the types of duties and responsibilities that will be required of positions given this title and shall not be construed as a declaration of the specific duties and responsibilities of any particular position. Employees may be requested to perform job-related tasks other than those specifically presented in this description. The University requires that all University employees whose assigned duties include some involvement with The University of Akron's intercollegiate athletics program, comply with all relevant NCAA Bylaws in performing their work.