



Carpenter's Assistant

Job Description

(Part-Time with Potential for Full-Time)

OVERVIEW

The Carpenter's Assistant is responsible for assisting in the execution of rough and finish carpentry elements under the direction of the Lead Carpenter and Production Manager.

Above all, the Carpenter's Assistant must have a strong work ethic and the ability to interact pleasantly and professionally with coworkers and clients. With these qualities, the Carpenter's Assistant will have ample opportunity to excel in our growing company.

ESSENTIAL FUNCTIONS

The position's activities include, but are not limited to, the following:

- Team player with an eagerness for continuous learning
- Eagerness to execute assigned activities with a positive attitude.
- Seek to perform to the company's standard of quality and according to the plans and specifications provided.
- Ability to transport materials
- Organize materials and equipment in (warehouse, company vehicles and jobsites)
- Follow procedures to ensure jobsite safety, protection, and maintenance of company tools.
- Maintain a safe and clean jobsite.
- Understand how to set up clean house protection with use of "negative air"
- Understanding of basic jobsite safety and a safe work environment for others
- Ability to safely handle power tools

QUALIFICATIONS

- 18 years or older
- Valid driver's license
- Able to work legally in the USA
- Clean professional appearance
- Clean and professional communication skills



-
- Basic understanding of communication technology (email, text, etc.) and ability to interact with company software (training will be provided).
 - Able to provide own transportation and basic hand tools
 - Able to provide a personal smartphone (to be primarily used for electronic time clock)
 - Additional experience in any of the following areas would be a plus:
 - Able to do simple general repairs
 - Drywall hanging and finishing.
 - Siding and aluminum capping skills
 - Ability to install trim work

COMPENSATION & HOURS

- Time commitment flexible (25-30+ hours/week)
- Starting wages based on skill level
- Retirement savings account option
- Health benefits
- Holiday and vacation pay
- Travel compensation
- Continuing education opportunities
- Potential for pay increase with continuing education and professional development