**POSITION:** Carpenter Helper

**REPORTS TO:** Project Superintendent/Lead Carpenter

**GENERAL JOB DESCRIPTION:**

The Carpenter Helper derives authority from the Project Superintendent or Lead Carpenter and granted limited authority to carry out the duties set forth in this job description. The Carpenter Helper is directly responsible to the Project Superintendent or Lead Carpenter for the proper discharge of his duties.

**PHYSICAL REQUIREMENTS:**

* 40 hour work week, 8 hours per day
* 8 hours of onsite manual labor
* Daily travel to jobsites

**QUALIFICATIONS:**

* Current driver’s license
* 2+ years in a construction position
* Dependable transportation

**ESSENTIAL FUNCTIONS & RESPONSIBILITIES:**

* Learn to interpret plans and specifications
* Assist and learn to perform lay out of foundation, building lines, walls, and anchor bolts
* Assist and learn to shoot elevations and grades
* Assist and learn wood framing
* Assist and learn installation of metal door frames, doors, and hardware of all types
* Assist and learn installation of millwork trim and cabinets
* Assist and learn installation of toilet partitions, toilet accessories, and other building specialties
* Assist in receipt of materials, off load in a safe and proficient fashion, and learn to take inventory
* Assist and guide others to improve their skills and complete tasks in an expedient manner
* Perform job related assignments at designated start time
* Perform daily tasks in a safe and workman like manner in accordance with company policies
* **The key attribute that Pat Williams Construction is looking for in a Carpenter Helper is a person who wants to learn and grow with our company!**
* Responsible to secure and maintain basic tools to perform his tasks

**MINIMUM TOOL LIST FOR CARPENTER HELPER:**

* Nail bag
* Hammer
* 25-foot tape measure (minimum)
* Utility knives
* 4-foot level
* Speed Square
* Screwdriver assortment
* Standard Socket Set
* Combination Wrench Set
* Channel Locks / Locking Pliers
* Cutting Pliers and/or Dikes
* Chalk line
* Cordless Drill Set
* Circular Saw