

Job Title: Lead Carpenter
Home Office Location: Green Bay, WI
Reports to: Operations Manager



Position Summary:

Responsible for management and physical carpentry labor at project sites. Works with subcontractors, field crew, and office staff.

Essential Duties and Responsibilities:

- Typical projects may include: Window and door replacements, bathroom and kitchen renovations, leak repairs, inspections, hardware adjustments, basement renovations etc.
- Employee must conduct work in a clean manner consistent with John Joseph Companies expectations. All repair work will be completed as such that the jobsite will be left in the same or cleaner condition than what it was found.
- Has the ability to read and interpret plans, blueprints, hand sketches, shop drawings or other building plans to assist in project layout and determining dimensions and materials required.
- Uses project materials to construct items to meet the requirements of project plans, specs and shop drawings.
- Uses power or hand tools to modify materials to the noted measurements of project documents.
- Installs paneling, cabinets, hardwood floors, doors, moldings and other miscellaneous interior and exterior trims.
- Constructs rough wooden framework using structural engineered woods, dimensional lumber, sheathing, beams, columns, engineered floor truss and roof truss systems etc.
- Uses levels, rulers, framing squares, survey equipment or other necessary equipment to verify materials are installed within required tolerances and measurements.
- Erects scaffolding and ladders for assembling structures above ground level.
- Assists in maintenance of accurate job records including but not limited to correct charge out of materials, labor and timesheet coding or other job cost coding as may be required.
- Follows all safety rules to be compliant with OSHA and company standards.
- Embraces the opportunity to share skills/knowledge with other teammates to help them grow and succeed .

Other Duties and Responsibilities:

- Take responsibility for the care and use of company owned or rented equipment.
- Ensure all company policies and procedures are adhered to at all times.
- Represent the company in a professional manner and always conduct their work with a respectful demeanor to all parties on a project.
- Perform other unique tasks as may be required to conduct business as requested by company management.

Education and/or Work Experience Requirements:

Educational equivalent to a high school education with some course work in skilled trades or training or other similar work experience or any combination of equivalent education or past work experience.

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to walk; use hands to manipulate, handle, or feel; reach with hands and arms; and talk or hear. Prolonged standing, climbing, bending and kneeling are also required regularly. The employee must frequently lift and/or move up to 35 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, and ability to adjust focus.

Work Relationships and Scope:

Works closely with the Customer, Project Manager and all other employees and subcontractors. Work with the team to increase efficiency, take pride and ownership of their work, good communication, and work with a customer focus while building positive relationships.

Knowledge, Skills and Abilities:

- Ability to apply concepts such as simple math and fractions, ratios, proportions, scales etc to practical working situations.
- Knowledgeable in the general practice of construction methods, tools, materials and equipment used in the construction of homes, commercial buildings or other structure types as may be encountered.
- Self-motivated with the ability to think critically and plan, prioritize, and work effectively and efficiently under pressure and tight timelines.
- Has ability to interpret plans and specifications and other details or drawings as may be applicable.
- Knowledgeable in OSHA standards and requirements.
- A valid driver's license is required.
- Handles multiple tasks simultaneously with frequent interruptions.
- Performs prompt accurate work in fast paced setting.
- Effective communication skills.
- Must be willing to travel.

Required Employee Provided Tools

- Tool Belt
- Hammer
- Tin snips
- Speed square
- Nail punch
- Tape measure (25' or greater)
- Pliers
- Chisels
- Chalk Line(s)
- Utility knife
- Cat's Claw
- Pry bars
- Toolbox w/ other common hand tools
 - Assortment of screw drivers
 - Assortment of open end and socket wrenches
 - Assortment of allen wrenches
 - Putty knives
 - Crescent wrench