



## Job Description

**TITLE:** Carpenter  
**DEPARTMENT:** Field Operations  
**JOB STATUS:** Non-Exempt  
**LOCATION:** Various locations including the Metropolitan DMV and Eastern Shore  
**REPORTS TO:** Foreman

**Summary:** Work to ensure general safety, cleanliness, support, and material organization on various projects ranging from water, storm drains and sewer lines to concrete, general site development and bridge or infrastructure. Employee must deal with varied experiences and ability to work without close supervision.

### **Primary Duties & Responsibilities:**

- Responsible for Setting / Removing Forms of all types and accessories, including plumbing and straight line all work and provide QA/QC.
- Manage and direct employees / Carpenter Helpers working under him.
- Ability to read and interpret drawings for installation of Formwork a plus.
- Experience with Structural Formwork for Bridges and Walls a plus.
- Ensure a safe work environment in compliance with OSHA, State regulations, and all safety policies and procedures
- Report any problems and/or safety hazards to your foreman or, in their absence the crew lead or Superintendent or Safety Officer
- Take initiative in setting up and cleaning up work site, ensuring all tools and equipment are cleaned and properly stored
- Help out on any task required at any given time, deemed by the project Foremen.

### **Secondary Duties & Responsibilities:**

- May assist Foreman with assignments while on site
- May perform other duties as assigned by Dispatch, Superintendents and/or Foremen

### **Required Qualifications:**

- Maintain and abide by all safety requirements
- Ability to follow basic instructions in English
- Ability to work overtime and nights as needed
- Ability to work outdoors in various weather conditions

### **Physical Demands**

#### **Heavy**

Expected to lift up to 50 pounds with frequent lifting/carrying objects

**Work Environment**

**Moderate**

Occasionally exposed to extreme atmospheric conditions (temperature, noise fumes, dust, etc.)

Exposed to the outdoor elements (cold, heat, rain, snow, etc.)

Noise level is loud

By signing below, I acknowledge that I have received a copy of this job description for ***Carpenter***. I further acknowledge that I am able to perform the duties and handle responsibilities of the position with or without reasonable accommodations.

Note: Please note that this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

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Signature

\_\_\_\_\_  
Date