

STUDENT LABOR POSITION DESCRIPTION**Labor Department**

Most Recently Updated 04/12/04

Position Title: Carpenter
Must work 10 hrs/wk.

I. Grade Level: 2 or higher**II. Description:****A.** The following are the essential duties for a Carpenter in the Theatre Laboratory:

1. Be willing to work 10 hours a week. Only in exceptional circumstances can the student work fewer hours.
2. Have a working knowledge of safety in all areas of the scene shop and work areas in the theatre.
3. Take initiative to seek out projects or work that needs to be finished or done
4. The ability to read, understand, and follow directions.
5. Ability to climb ladders and lift heavy objects.
6. Be able to paint and do maintenance as needed.
7. Performs other job-related duties as assigned.

B. The following are possible additional duties for this position:

1. See that shop equipment and tools are in safe operating condition.
2. See that the workplace and environs are clean.

III. Learning Opportunities:

- A. Develop the attributes appropriate to Grade 2 (or higher) positions.
- B. Being willing to assume responsibilities requiring honesty, and a high level of trust in others and oneself.
- C. Listening and problem solving skills.
- D. Increased skill with hand and power tools.

IV. Basic Qualifications:

- A. General: Patience, punctuality and reliability, well-organized, ability to relate well to others, dependability, willingness to listen, ability to follow instructions, ability to work independently, demonstration of ability to care for shop equipment and other materials, creativity in suggesting improved working procedures while still following instructions.
- B. Skill: Ability to use power tools, ability to climb ladders, lift heavy objects, and follow written and oral instructions.
- C. Physical: Physical mobility and manual dexterity.
- D. Academic: none

V. Desirable Qualifications:

- A. Personality traits: confidentiality, honesty, willingness to cooperate, helpfulness, warm rapport with colleagues.
- B. Skills: ability to follow instructions and to ask questions when necessary; ability to apply and recommend guidelines when working independently; ability to provide minimal instruction concerning power equipment to staff person with less experience.

VI. Narrative Summary:

Student has knowledge of power equipment, follows directions to ensure safety and completion of all duties assigned by Labor Supervisor.