

Job Title: **General Labor/Carpenters**

Salary Range: \$15.00 – \$18.00

Department	Reports To	FLSA Status	Approved By	Last Modified
Administration	General Manager	N/A	L Jones	25 March 2019

Job Summary

Perform tasks involving physical labor indoors and outdoors, movement of material, equipment and parts between production areas, operating hand/power tools of all types: a variety of equipment and instruments. May clean and prepare sites and project locations. May assist other craft workers.

Responsibilities

- Locates and moves materials, equipment and parts between work areas of project location/site to expedite processing of goods, according to pre-determined schedules, needs and priorities.
- Locates and moves materials to specified production areas, using cart, hand truck or other equipment and may be needed to record quantity and type of materials distributed and on hand.
- Provide assistance to staff to support minor renovations and remodel as directed.
- General manual labor to include use of hand/power tools and provide manual labor support for project activities at designated site location.
- May assist equipment operator as ground support person. Identify any hazards as observed for safety of personnel and equipment.
- Requires the ability to properly wear, use, and maintain personal protective equipment (PPE) on sites
- Monitor job site for hazards and maintain a safe working environment
- Possess good housekeeping skills with attention to detail to reduce personal exposure to potential unsafe conditions.
- Perform other duties as assigned

Qualifications

- High school diploma or GED preferred.
- Experience with carpentry, plumbing and electrical systems required.
- Experience with common hand and power tools.
- Familiarity with building renovations, unit layouts and infrastructures.
- Ability to communicate well with property management and maintenance staff.
- Willingness to uphold company standards for safety, tenant service and efficiency.

Key Competencies

- Key competencies include listening and communication, aptitude for numbers and design, organizing work plans and information, attention to detail, integrity, reliability and efficiency.
- Adhering to our Core Values includes being customer service-centric, teamwork, respect, pro-active, accountable, learning and sustainable.
- It is Kootznoowoo, Inc's. policy to conduct background checks, drug testing and a physical assessment, as applicable, once an offer has been accepted, in accordance with company and/or contract requirements.
- The Corporation and family of companies is an EOE. Equal Opportunity Employer Minorities/Women/Veterans/Disabled/Native preference under PL 93-638. We participate in the E-Verify Employment Verification Program.