



NOTICE OF VACANCY
Logan City School District
101 West Center
Logan, UT 84321

July 11, 2019

Carpenter

Applications are now being accepted for a Carpenter. The job of Carpenter is done for the purpose/s of providing carpentry services with specific responsibility for identifying repair and/or replacement needs; installing, repairing, and building items; assisting other skilled trades; and ensuring that tools and materials are available at job site. This job reports to Maintenance Foreman.

Hours per day: 8.0

Salary: \$19.65

Contract: 250 Days

Benefits: Insurance, retirement, leave, and other benefits as outlined in the Education Support Professionals Negotiated Agreement

Application Process

Deadline: July 18, 2019 at 5:00 p.m., or until filled

All application materials must be submitted to Logan City School District Human Resources Office, 101 West Center, Logan, Utah 84321. Phone (435)-755-2300 FAX: (435) 755-2311. **Selected finalists will be contacted for an interview.**

Applicants must submit the following:

1. Completed Logan City School District Education Support Professional Application (available online at www.loganschools.org)
2. Detailed cover letter outlining special competencies related to and specific interest in the particular position
3. Current resume in which professional preparation and experience are clearly detailed
4. Three letters of recommendation written within the last six months

Essential Functions

- Builds a variety of items (e.g. block walls, counter tops, cabinets, shelving, moldings, etc.) for the purpose of modifying and/or adapting facilities to specific needs.
- Coordinates with assigned lead and/or supervisor and other trades for the purpose of completing projects and work orders efficiently.
- Informs personnel regarding procedures and/or status of work orders for the purpose of providing necessary information for making decisions, taking appropriate action and/or complying with building and safety regulations
- Installs a variety of equipment, fixtures and fabrications (e.g. playground, classroom and office systems components, dropped ceilings, partitions, door frames/hardware, gutters, heating ducts, etc.) for the purpose of providing a safe and workable environment.

- Maintains vehicle, tools and equipment for the purpose of ensuring availability in safe operating
- Monitors facilities and playground equipment for the purpose of evaluating condition, identifying necessary repairs and recommending preventive maintenance.
- Prepares written materials (e.g. repair status, activity logs, etc.) for the purpose of documenting activities and/or conveying information.
- Remodels office and work space including partitions, paneling, etc. for the purpose of ensuring safe and efficient utilization of space.
- Requests equipment and supplies for the purpose of maintaining inventory and ensuring availability of items required to complete the necessary installation and/or repair.
- Responds to emergency situations during and after hours for the purpose of resolving immediate safety concerns.
- Transports a variety of tools, equipment and supplies for the purpose of ensuring the availability of materials required at job site.

Experience: Job related experience with increasing levels of responsibility is required

Required Testing: None Specified

Education: High School diploma or equivalent

Equivalency: None specified

Certificates & Licenses: None specified

Clearances: Criminal Justice Fingerprint/Background Clearance

It is the policy of the Logan City Board of Education that there will be no discrimination or harassment on the grounds of race, color, sex, marital status, religion, national origin, age or disability in any educational program, activity, or employment.

Reasonable accommodations for the application/interview process will be provided upon request, and as required in accordance with the Americans with Disabilities Act of 1990. Persons with disabilities may contact the Human Resources Director at (435) 755-2300 for additional information or assistance.