

# Greene County Building & Grounds Department Job Announcement – MAINTENANCE CARPENTER

Accepting applications for both full-time and part-time positions.

**HOURLY RATE: \$20.16 (Grade 10, Step 0)**

*(Collective Bargaining Agreement currently being negotiated. 2024 rate of pay will increase upon ratification of successor agreement.)*

The incumbent in this position works as a Carpenter, at the skilled craft level. This position also involves the responsibility for performing efficient and workmanlike duties in the construction or mechanical trades or performing a variety of skilled tasks and general maintenance duties. General instructions are received from the Superintendent of Buildings and Grounds regarding what tasks to perform with leeway allowed for planning and carrying out the details of each assignment. The incumbent in this position must also be able to read and follow blueprints. Does related duties as required.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:** Thorough knowledge of the common practices, tools, terminology, and safety precautions of the construction or mechanical trades; Ability to work from blueprints, specifications, and follow rough sketches; Ability to follow verbal and written instructions; Ability to operate power tools and woodworking equipment and machinery; Ability to perform general plumbing, masonry, welding, and electrical duties; Ability to get along well with others and the general public; Good manual aptitude; Good motor, hand, and eye coordination; Good manual dexterity; Strength and agility commensurate with the duties of the position.

**MINIMUM QUALIFICATIONS:** Graduation from high school or possession of high school equivalency diploma **AND**

A. Completion of a trade school program or equivalent college accreditation in carpentry and five (5) years of full-time paid experience as a carpenter

**OR**

B. Ten (10) years full-time paid experience as a carpenter at the journeyman level

**SPECIAL REQUIREMENT:** Possession of a valid New York State driver's license is required at the time of appointment, which must be maintained throughout employment.

**Submission of a Greene County employment application is required** that shows you meet the minimum qualifications for this position. You are responsible for an accurate and clear description of your experience. **You may include a resume but do not substitute a resume.**

Applications can be obtained at:

<https://www.greengovernment.com/wp-content/uploads/2019/07/GC-HR-EMPLOYMENT-APPLICATION-WITH-CONSENT-RELEASE-FORM-2019.pdf>

Qualified candidates should submit applications to the Greene County Human Resources Department, 411 Main Street, Catskill, NY 12414 or [hr@greencountyny.gov](mailto:hr@greencountyny.gov).

**NOTE:** Applicants or those eligible for original appointment to positions in the classified service in Greene County Government that receive a conditional offer of employment must successfully pass a background check and drug screen.