

Job Title: Concrete Forming Carpenter (Builder)

Position Code: 4020

FLSA Status: Non-exempt

# Job Summary:

The Concrete Forming Carpenter will build complex forms for precast concrete structures. These structures include stairs and landing systems, bridges (deck panels, abutments, etc.), retaining wall panels and other custom structural pieces.

### Duties/Responsibilities:

- Prepare layout of the project.
- Build forms for precast concrete structures.
- Uses required protective safety equipment and safe practices at all times.
- Estimate height, width, length, and other proportions.
- Operate hand and power tools as needed.
- Join materials with nails, screws, staples, or adhesives.
- Check work along the way to ensure it is up to code and specifications.
- Use levels, rules, plumb bobs, framing squares to ensure everything is level and secure.
- Erect scaffolding.
- Follow supervisor's work instructions.
- Performs other related duties as assigned.

### Required Skills/Abilities:

- Ability to read safety rules and instructions in the use and maintenance of equipment and tools.
- Ability to properly care for and use tools of the trade.
- Ability to read and interpret drawings in order to produce quality products.
- Good verbal and written communications skills.
- Ability to listen, understand, and follow directions.
- Ability to read and comprehend simple instructions, short correspondence, and memos.
- Ability to apply common sense understanding to carry out written or oral instructions. Ability to work well with others.
- Ability to be flexible and work in a variety of roles.
- Must have ability to add, subtract, multiply, and divide in units of measure.

## Education and Experience:

• Minimum of one year of professional carpentry experience is required.

- Experience building forms for precast concrete is preferred.
- Experience in the heavy civil construction industry is preferred.
- High school diploma or equivalent.
- Recent work history.

### Work Environment:

- Works in concrete production facilities and on construction sites indoors and outdoors.
- Environment can be dirty and noisy.
- Wears appropriate protective clothing and equipment including gloves, ear protection and respirators when necessary.

## Physical Requirements:

- Lifting up to 50 LBS.
- Stands frequently and walks about the work areas.
- Occasionally stretches up and across when adjusting controls or loading material.
- Squatting, crouching or kneeling may be required occasionally.
- Twisting the body or neck may be required occasionally.
- Bending is occasionally required to facilitate the lifting of items to add to the production process.
- Contact with skin irritants or water may occur during production processes such as when adding raw materials to make concrete.
- Employees frequently lift and carry raw materials.
- Repetitive hand and arm movements are required when operating machinery.
- The employee must be able to perform the physical demands of the job with or without reasonable accommodation.

#### Special Note:

This job description is presented as guidance only, other reasonable tasks or responsibilities as management sees necessary may be added to this job description in order to achieve satisfactory job performance by the team member.

#### EEO Statement:

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