

**BOARD OF REGENTS
STATE OF IOWA
REGENT MERIT SYSTEM**

Class Title: Carpenter Trainee

Class Code: 5060

Standard Training Program: 4 years

Trainee Grade: 209

GENERAL CLASS DESCRIPTION:

Under direct supervision, receives work experience and related training instruction to develop the knowledge and skill necessary to perform at the journey level upon completion of the training program to build and repair wooden and related structures. Participates in training that is required to progress to eligibility for the Carpenter classification.

CHARACTERISTIC DUTIES AND RESPONSIBILITIES:

1. Learns how to construct, install, and repair cabinets, doors, windows, screens, shades, blinds, and other components not available from commercial sources.
2. Learns how to construct partitions and build and strip concrete forms, insulate walls and installs ceilings, and perform demolition work as necessary.
3. Learns how to lay tile, linoleum, laminates and various other kinds of coverings on floors and other surfaces; patch, repair or replace work and damaged floors; install counter tops and cover other surfaces; cut forms and adhere coverings to various shapes and types of surface; and tape and finish dry wall.
4. Learns how to draw rough layouts and read and interpret blueprints and drawings.

KNOWLEDGE, SKILLS AND ABILITIES:

1. Ability to follow oral and written instructions.
2. Ability to communicate effectively with staff, students, and the public.
3. Ability to learn all other knowledge, skills, and abilities listed in the Carpenter class description.

The tasks listed under the heading of Characteristic Duties and Responsibilities are examples of the variety and general nature of duties performed by employees in positions allocated in the class. The list is descriptive only and should be used for no other purpose. It is not intended that any position include every duty listed nor is it intended that related duties cannot be required.

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MINIMUM ELIGIBILITY REQUIREMENTS:

Ability to read, write and follow instructions.

Upon completion of the training program, must be able to meet the minimum eligibility requirements for the Carpenter classification as follows:

1. Four years of experience in the trade, including apprenticeship.

REVISION EFFECTIVE: April 13, 2018

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