



CARPENTER

Overview

Cairn Collaborative's carpenters provide support to the Project Manager by being able to follow instructions, to work unsupervised for extended periods, and by reliably upholding the company's standards for safety, quality, teamwork, customer service, and values.

Outcomes

- That the Project Manager feels fully supported by the carpenter towards the successful completion of the project.
- Projects are completed to the clients', the designer/architects', and the company's satisfaction, high-quality, and aligned with Cairn's company values of being industry leaders in planet-responsible construction practices.

Responsibilities

- Set a positive example for the job site team; does not criticize other team members (*including* architect and client) in public; is supportive of crew in general and apprentices in particular;
- Submit accurate timesheets on a weekly basis;
- Arrive consistently on time, works within daily start and stop times, take break and lunch with crew;
- Organize work day, work week, and work flow to minimize overtime;
- Make basic to mid level material lists for framing, sheathing, and trim and procure in timely fashion;
- Solve most problems on own initiative; knows when to go to Project Manager for additional help;
- Work with Project Manager to understand budget and hold to it;
- Work with Project Manager to understand schedule and hold to it;
- Work with Project Manager to maintain and achieve quality control and building performance standards;
- Is able to maintain high standards without Project Manager intervention;
- Maintain personal, jobsite, and crew safety at all times;
- Make work areas clean at the end of the day and well-organized during the day;
- Is 100% reliable about returning calls promptly; maintain cell phone in good working order and in close proximity; use e-mail and other relevant software effectively: Google Drive/Sheets/Docs; Good Notes; Photos.
- Limit personal cell-phone use during working hours;
- Work well with 1-2 helpers of mixed skill levels and is able to work with other leads effectively to schedule helpers efficiently and across projects;
- Show good comprehension of the skill components listed below; shows ongoing interest in continuing education;

Carpentry skills

- Ability to layout wall framing, floor framing, and limited roof framing and proficient in wall, floor and all but complicated roof framing.
- Can operate all required tools safely and efficiently.
- Can be involved in all phases of exterior siding and trim.
- Able to cut tile, mix grout and thinset, and assist in tile laying, grouting, and clean up if needed.



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Carpenter Position

- Can assist in hanging kitchen cabinets, install door knobs, adjust doors, etc.
- Ability to apply roofing underlayments and finishes.
- Proficient in door and window installation and flashing procedures.
- Can perform accurate sill layout.
- Roofing skills include valleys, edge and ridge cap, standing seam skills, and shingles.
- Understands and can spot/adjust, troubleshoot all waterproofing, flashing, and underlayment scenarios.
- Proficient in interior trim installation.
- Can cut and install rough and finished stairs with help when needed.
- Proficient in safe usage of all ladder, scaffold and harness equipment as well as set up and safety monitoring.
- Can make basic to mid level material lists for framing, sheathing, and trim.
- Able to give sequential instructions to Apprentices within company protocol.

Compensation range: \$25-\$35/hr

Benefits: Cairn Collaborative offers a unique opportunity. In addition to working with kind, planet-focused coworkers, trade partners, and colleagues around us, we offer:

- Welcoming, educational, and friendly office and jobsite working environments
- Above regional-average wage
- Three weeks paid vacation per year after six months of employment; one week after six months; two weeks after one year
- Health insurance after six months of employment
- 3% IRA contribution package
- Bi-Weekly Direct Deposit
- Flex-time: We understand that life happens outside of work; doctors appointments occur mid-day; and it's important now and again to get a slow start, walk the kids or the dog, hit a dawn patrol, start a weekend early, and be human. As long as work is covered and we are not interrupting or slowing trade partners in their work, we encourage it, and encourage you to encourage others
- Educational allowance (required to use)
- Tool allowance
- Company vehicle or vehicle reimbursement after six months introductory period
- Company tablet

Coworker: _____

Cairn Representative: _____

Date: _____

Date: _____