

Posted: March 3, 2023



POSITION ANNOUNCEMENT

TITLE: CARPENTER/ PAINTER

DEPT: PRTC

REG

TEMP

FULL TIME

PART TIME

STARTING RATE or SALARY RANGE \$17.50-\$19.50

Employees being promoted to a higher classified position receive the minimum for the position or a pay rate adjustment of 8% whichever is greater.

All regular positions also entitle the employee to several benefits including health, dental, vision, life insurance, and retirement which is largely paid by New Mexico Tech for the employee and dependents.

INTERNAL POSTING THROUGH: March 13, 2023*

CONSIDERATION WILL BE GIVEN FIRST TO TEMPORARY AND REGULAR TECH EMPLOYEES WHO APPLY WITHIN THE 7 DAY INTERNAL POSTING. APPLICATIONS RECEIVED AFTER THE 7 DAY POSTING MARGIN WILL BE CONSIDERED WITH OTHER OUTSIDE APPLICANTS.

JOB SUMMARY:

Perform at an expert level a variety of construction and maintenance tasks in addition to painting on all campus buildings and facilities including parking areas and signage. May be required to perform tasks of other unlicensed trades in order to ensure smooth flow of operations

JOB FUNCTIONS:

Perform, assign and monitor performance of assigned workers to ensure safety and quality standards as needed. 5%

Effectively communicate with Supervisors and Management on status of assignments. 5%

Practice Self-Supervision concerning work quality and timelines. 5%

Prepare, construct or repair various items with in the dwellings and facility buildings to include but not limited to baseboards, doors and trim, cabinets and cabinet doors, walls, roofs and ceilings. 35%

Performs all aspects of painting on interior and exterior walls within classrooms, offices and any other infrastructure within PRTC ensuring all furniture and fixtures are protected from activities. 30%

Performs routine maintenance on all equipment applicable to assigned projects, including vehicle and tools. 5%

Operate medium and light equipment such as forklifts, backhoe, skid steer, etc. according to certification and capabilities. 5%

Work with other campus facilities employees as required. 5%

Perform additional maintenance as assigned. 5%

REQUIRED QUALIFICATIONS:

High School (or GED) level ability in spelling, grammar, composition and math. Skill in the use of computers, preferably in a PC, Windows-based operating environment. Ability to read, understand, adhere to and enforce safety procedures and regulations including utilizing all personal protective equipment(PPE). Ability to use hand and power tools applicable to trade. Perform Carpentry, drywall, cabinetry and painting on residential, commercial and industrial buildings. Including new construction, maintenance and repairs. Must possess proficient knowledge and use of paints, adhesives, paint sprayers, brushes, rollers, trial, textures and HVLP machines. Valid NM Driver's License.

DESIRED QUALIFICATIONS:

Records of maintenance skills. Ability to perform preventive maintenance procedures. Ability to install doors, windows and window or wall HVAC units.

LIFTING REQUIREMENTS:

(f)requently, (o)ccasionally, or (s)eldom

0 - 15 pounds	F
15 - 30 pounds	F
30 - 50 pounds	O
50 - 100 pounds	S
100 + pounds	S

PHYSICAL DEMANDS:

Standing 50%	Sitting	Walking 50%	Pulling
Pushing	Lifting 25%	Stooping 10%	Kneeling 10%
Crawling	Climbing 10%	Reaching 10%	Other

Apply to: nmtjobapps@npe.nmt.edu